PAUL M. HODGSON VOCATIONAL HIGH SCHOOL

Boiler Burner Replacement

CITY OF NEWARK
NEW CASTLE COUNTY, DELAWARE

GIPE ASSOCIATES, INC. PROJECT: 13065

PROJECT MANUAL

BID DOCUMENTS

MARCH 3, 2014

Gipe Associates, Inc.
M/E/P Consulting Engineers
8719 Brooks Drive, Easton, MD 21601

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OF THE PROJECT MANUAL

FOR

HODGSON VOTECH HIGH SCHOOL
BOILER BURNER REPLACEMENT

NEWARK, DELAWARE

GIPE ASSOCIATES PROJECT NO.: 13065

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SECTION 001000: BID INVITATION

PART 1 GENERAL

1.1 DESCRIPTION

A. Copy of the Bid Invitation Form is bound herein.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

HODGSON VOTECH HS BOILER BURNER REPLACEMENT
PUBLIC NOTICE
INVITATION TO BIDDERS

TITLE: HODGSON VOTECH HS BOILER BURNER REPLACEMENT
NEWCASTLE COUNTY, NEWARK, DELAWARE

BID NO.: #1

Sealed Bids for this project shall be accepted by Chris Massey, New Castle County Vocational School Board of Education, 1417 Newport Road, Wilmington, Delaware 19804, until 10:00 a.m. local time on Wednesday, March 26, 2014, at which time they shall be opened and read publicly.

The Scope of Work under this contract includes all plant, labor, materials, tools, equipment, superintendence, transportation and performing all work in strict accordance with the Specifications and Drawings for replacement of the existing boiler burners, piping, and associated controls. All work shall commence on the date of issuance of the Notice to Proceed and shall be completed and operational within one hundred twenty days (120) calendar days thereafter.

All Bids shall be Lump Sum Amount, including unit prices as scheduled. Each Bid shall be accompanied by a Bid Guaranty, which shall be either a certified check made payable to the Owner or a Bond in a form and by a Surety company approved by the Owner in the amount of five percent (5%) of the Bid amount. All responsive Bids shall be held valid for at least ninety (90) calendar days after the Bid Opening date.
All Bids shall be enclosed in a sealed envelope with the name of the project clearly identified on the outside of the envelope.

Bidding Documents may be examined at the following location:

Gipe Associates, Inc.
8719 Brooks Drive
Easton, Maryland 21601
(410) 822-8688

New Castle County Vocational Technical School District
Board of Education
1417 Newport Road
Wilmington, Delaware 19804

Contractors that intend to submit an aggregate bid may obtain a maximum of three (3) sets of drawings and specifications from NCCVT Board of Education upon a payment of $100.00 per set. Checks shall be made payable to the NCCVT Board of Education. The payment will be non-refundable.

Contractors that intend to submit a bid for the project shall obtain their drawings and specifications only from Gipe Associates, Inc., or NCCVT Board of Education who will be maintaining a bidder list for review by other bidders, subcontractors, and suppliers. Only bidders identified on the list shall receive copy of addenda, clarifications, or other bid revisions.

A Pre-Bid Conference will be conducted on March 12, 2014, at 12:00 p.m. at the Hodgson VoTech High School, 2575 Glasgow Avenue, Newark, Delaware 19702. The Owner reserves the right to reject any or all bids or to accept any bid, or portions thereof, when in their judgment, the public will be better served.

SECTION 002000: INSTRUCTIONS TO BIDDERS

PART 1 GENERAL

1.1 DESCRIPTION

A. The Instructions to Bidders, AIA Document A701, 1997 edition, as modified.

B. Copy of AIA Document A701 - 1997 editions bound herein.

C. Supplementary Instructions to Bidders as attached in Section 002100.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

1997 Edition -Electronic Format

AIA Document A701 - 1997

Instructions to Bidders

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ARTICLE 1 DEFINITIONS

1.1 Bidding Documents include the Bidding Requirements and the proposed Contract Documents. The Bidding Requirements consist of the Advertisement or Invitation to Bid, Instructions to Bidders, Supplementary Instructions to Bidders, the bid form, and other sample bidding and contract forms. The proposed Contract Documents consist of the form of Agreement between the Owner and Contractor, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications and all Addenda issued prior to execution of the Contract.

1.2 Definitions set forth in the General Conditions of the Contract for Construction, AIA Document A201, or in other Contract Documents are applicable to the Bidding Documents.

1.3 Addenda are written or graphic instruments issued by the Architect prior to the execution of the Contract which modify or interpret the Bidding Documents by additions, deletions, clarifications or corrections.

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 as the base, to which Work may be added or from which Work may be deleted for 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

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from the amount of the Base Bid if the corresponding change in the Work, as described in the 'dding 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.

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ARTICLE 2 BIDDER'S REPRESENTATIONS

2.1 The Bidder by making a Bid represents that:

2.1.1 The Bidder has read and understands the Bidding Documents or Contract Documents, to the extent that such documentation relates to the Work for which the Bid is submitted, and for other portions of the Project, if any, being bid concurrently or presently under construction.

2.1.2 The Bid is made in compliance with the Bidding Documents.

2.1.3 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 personal observations with the requirements of the proposed Contract Documents.

2.1.4 The Bid is based upon the materials, equipment and systems required by the Bidding uments without exception.

ARTICLE 3 BIDDING DOCUMENTS

3.1 COPIES

3.1.1 Bidders may obtain complete sets of the Bidding Documents from the issuing office designated in the Advertisement or Invitation to Bid in the number and for the deposit sum, if ~~any, stated therein. The deposit will be refunded to Bidders who submit a bona fide Bid and~~ return the Bidding Documents in good condition within ten days after receipt of Bids. The cost of replacement of missing or damaged documents will be deducted from the deposit. A Bidder receiving a Contract award may retain the Bidding Documents and the Bidder's deposit will be refunded.

3.1.2 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.

3.1.3 Bidders shall use complete sets of Bidding Documents in preparing Bids; neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

3.1.4 The Owner and Architect may make copies of the Bidding Documents available on the above terms for the purpose of obtaining Bids on the Work. No license or grant of use is conferred by issuance of copies of the Bidding Documents.

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3.2 INTERPRETATION OR CORRECTION OF BIDDING DOCUMENTS

3.2.1 The Bidder shall carefully study and compare the Bidding Documents with each other, and with other work being bid concurrently or presently under construction to the extent that it relates to the Work for which the Bid is submitted, shall examine the site and local conditions, and shall at once report to the Architect errors, inconsistencies or ambiguities discovered.

3.2.2 Bidders and Sub-bidders requiring clarification or interpretation of the Bidding Documents shall make a written request which shall reach the Architect at least seven days prior to the date for receipt of Bids.

3.2.3 Interpretations, corrections and changes of the Bidding Documents will be made by Addendum. Interpretations, corrections and changes of the Bidding Documents made in any other manner will not be binding, and Bidders shall not rely upon them.

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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 No substitution will be considered prior to receipt of Bids unless written request for approval has been received by the Architect at least ten days prior to the date for receipt of Bids. Such requests shall include the name of the material or equipment for which it is to be substituted and a complete description of the proposed substitution including drawings, performance and test data, and other information necessary for an evaluation. A statement setting forth changes in other materials, equipment or other portions of the Work, including changes in the work of other contracts that incorporation of the proposed substitution would require, shall be included. 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.

3.3.3 If the Architect approves a proposed substitution prior to receipt of Bids, such approval will be set forth in an Addendum. Bidders shall not rely upon approvals made in any other manner.

3.3.4 No substitutions will be considered after the Contract award unless specifically provided for in the Contract Documents.

3.4 ADDENDA

3.4.1 Addenda will be transmitted to all who are known by the issuing office to have received a complete set of Bidding Documents.

3.4.2 Copies of Addenda will be made available for inspection wherever Bidding Documents are on file for that purpose.

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 Each Bidder shall ascertain prior to submitting a Bid that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt in the Bid.

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'LE 4 BIDDING PROCEDURES

) PREPARATION OF BIDS

4.1.1 Bids shall be submitted on the forms included with the Bidding Documents.

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

4.1.3 Sums shall be expressed in both words and figures. In case of discrepancy, the amount written in words shall govern.

4.1.4 Interlineations, alterations and erasures 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."

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 make no 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 of the Bidder and the nature of legal form of the Bidder. The Bidder shall provide evidence of legal authority to perform within the jurisdiction of the Work. Each copy shall be signed by the person or persons legally authorized to bind the Bidder to a contract. A Bid by a corporation shall further give 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.

' 2 BID SECURITY

1 Each Bid shall be accompanied by a bid security in the form and amount required if stipulated in the Instructions to Bidders. The Bidder pledges to enter into a Contract with the Owner on the terms stated in the Bid and will, if required, furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder. 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. ~~The amount of the bid security shall not be forfeited to the Owner in the event the~~ Owner fails to comply with Paragraph 6.2.

4.2.2 If a surety bond is required, it shall be written on AIA Document A310, Bid Bond, unless otherwise provided in the Bidding Documents, and the attorney-in-fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of the power of attorney.

4.2.3 The Owner will have the right to retain the bid security of Bidders to whom an award is being considered until either (a) the Contract has been executed and bonds, if required, have been furnished, or (b) the specified time has elapsed so that Bids may be withdrawn or (c) all Bids have been rejected.

4.3 SUBMISSION OF BIDS

4.3.1 All copies of the Bid, the bid security, if any, 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

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Bidder's name and address and, if applicable, the designated portion of the Work for which Bid is submitted. If the Bid is sent by mail, the sealed envelope shall be enclosed in a arate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof.

4.3.2 Bids shall be deposited at the designated location prior to the time and date for receipt of Bids. Bids received after the time and date for receipt of Bids will be returned unopened.

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

4.3.4 Oral, telephonic, telegraphic, facsimile or other electronically transmitted bids will not be considered.

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4.4 MODIFICATION OR WITHDRAWAL OF BID

4.4.1 A Bid may not be modified, withdrawn or canceled by the Bidder during the stipulated time period following the time and date designated for the receipt of Bids, and each Bidder so agrees in submitting a Bid.

4.4.2 Prior to the time and date designated for receipt of Bids, a Bid submitted may be modified or withdrawn by notice to the party receiving Bids at the place designated for receipt of Bids. Such notice shall be in writing over the signature of the Bidder. Written confirmation over the signature of the Bidder shall be received, and date- and time-stamped by the receiving party on or before the date and time set for receipt of Bids. A change shall be so worded as not to reveal the amount of the original Bid.

4.4.3 Withdrawn Bids may be resubmitted up to the date and time designated for the eipt of Bids provided that they are then fully in conformance with these Instructions to ders.

4.4.4 Bid security, if required, shall be in an amount sufficient for the Bid as resubmitted.

ARTICLE 5 CONSIDERATION OF BIDS

5.1 OPENING OF BIDS

~~At the discretion of the Owner, if stipulated in the Advertisement or Invitation to Bid, the~~ properly identified Bids received on time will be publicly opened and will be read aloud. An abstract of the Bids may be made available to Bidders.

5.2 REJECTION OF BIDS

The Owner shall have the right to reject any or all Bids. A Bid not accompanied by a required bid security or by other data required by the Bidding Documents, or a Bid which is in any way incomplete or irregular is subject to rejection.

5.3 ACCEPTANCE OF BID (AWARD)

5.3.1 It is the intent of the Owner to award a Contract to the lowest qualified Bidder provided the Bid has been submitted in accordance with the requirements of the Bidding Documents and does not exceed the funds available. 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 own best interests.

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5.3.2 The Owner shall have the right to accept Alternates in any order or combination, ess otherwise specifically provided in the Bidding Documents, and to determine the low der 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, a properly executed AIA Document A305, Contractor's Qualification Statement, unless such a Statement has been previously required and submitted as a prerequisite to the issuance of Bidding Documents.

6.2 OWNER'S FINANCIAL CAPABILITY

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

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6.3 SUBMITTALS

6.3.1 The Bidder shall, as soon as practicable or as stipulated in the Bidding Documents, after notification of selection for the award of a Contract, furnish to the Owner through the Architect in writing:

- .1 a designation of the Work to be performed with the Bidder's own forces;
- .2 names of the manufacturers, products, and the suppliers of principal items or systems of materials and equipment proposed for the Work; 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 in writing 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, (1) withdraw the Bid or (2) submit an acceptable substitute person or entity with an adjustment in the Base Bid or Alternate Bid to cover 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.

ARTICLE 7 PERFORMANCE BOND AND PAYMENT BOND

7.1 BOND REQUIREMENTS

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7.1.1 If stipulated in the Bidding Documents, the Bidder shall furnish bonds covering the 'hful performance of the Contract and payment of all obligations arising thereunder. Bonds) be secured through the Bidder's usual sources.

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 If the Owner requires that bonds be secured from other than the Bidder's usual sources, changes in cost will be adjusted as provided in the Contract Documents.

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 be commenced prior thereto 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 Subparagraph 7.2.1.

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7.2.2 Unless otherwise provided, the bonds shall be written on AIA Document A312, Performance Bond and Payment Bond. Both bonds shall be written in the amount of the Contract Sum.

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 thereto a certified and current copy of the power of attorney.

E 8 FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR

.ss otherwise required in the Bidding Documents, the Agreement for the Work will be written on AIA Document A101, Standard Form of Agreement Between Owner and Contractor Where the Basis of Payment Is a Stipulated Sum.

©1997 AIA®
AIA DOCUMENT A701 - 1997
INSTRUCTIONS TO BIDDERS

The American Institute of Architects
1735 New York Avenue, N.W.
Washington, D.C. 20006-5292

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SECTION 002100: SUPPLEMENTARY INSTRUCTIONS TO BIDDERS

PART 1 - GENERAL

1.1 DESCRIPTION

A. The Supplementary Instructions to Bidders is bound herein.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

SECTION 002100: SUPPLEMENTARY INSTRUCTIONS TO BIDDERS

The following supplements modify "Instructions to Bidders", AIA Document A701, 1997 Edition. Where a portion of the Instructions to Bidders is modified or deleted by these Supplementary Instructions to Bidders, the unaltered portions of the Instructions to Bidders shall remain in effect.

ARTICLE 1 - DEFINITIONS

Add the following:

1.10 Whenever the word "Architect" shall appear on standard printed documents published by the American Institute of Architects (AIA), it shall mean "Engineer" and shall refer to Gipe Associates, Inc. or it's appointed staff or sub-consultant.

1.11 Wherever the word "Owner" shall appear on standard printed document published by the American Institute of Architects (AIA), it shall mean the Newcastle County Vocational School District.

ARTICLE 2 – BIDDER'S REPRESENTATIONS

Add the following

2.1.5 The Bidders may arrange site visits to the site by contacting Paul Ignudo, with Newcastle County Vocational School District at (302) 683-3647.

ARTICLE 3 - BIDDING DOCUMENTS

3.1 - COPIES

Delete present 3.1.1. and insert new as follows:

3.1.1. "Bidders may obtain complete sets of the bidding documents as designated in the Bid Solicitation".

Add the following:

3.1.5 Direct inquires and request for information (AIA G716) to: Gipe Associates, ATTN: Adam Kegan, P.E., Phone (410) 822-8688, Fax (410) 822-6306, no later than seven (7) days prior to bid due date.

3.3 – SUBSTITUTIONS

Add new paragraph:

3.3.5 "Refer to Section 016000 Product Requirements Substitutions for additional requirement and procedures regarding substitutions."

ARTICLE 4 - BIDDING PROCEDURES

4.2 - BID SECURITY

4.2.1 Delete the last sentence, "The amount of the bid security shall not be forfeited to the Owner in the event the Owner fails to comply with Section 6.2."

Add new paragraphs:

4.2.4 "Bid security is required and shall be in the amount of five percent (5%) of the base bid

amount, shall be a surety bond written in the form of AIA Document A310 - Bid Bond, by a company satisfactory to the Owner, or equivalent."(A copy of AIA Document A310 – Bid Bond is enclosed at the end of this Section.)

4.2.5 "Bids shall be accompanied by a Bid Guaranty, which shall either be a certified check made payable to the Newcastle County Vocational School District or a bond in a form by a surety company approved by the Newcastle County Vocational School District".

4.3 - SUBMISSION OF BIDS

Add new paragraph:

4.3.5 "Bids must be enclosed in sealed envelopes as described above and in the Bid Solicitation".

4.4 - MODIFICATION OR WITHDRAWAL OF BID

Add new paragraph:

4.4.5 "The bid shall be held open by bidders for acceptance for ninety (90) days. This time period shall be irrevocable."

ARTICLE 6 - POST BID INFORMATION

6.1 – CONTRACTOR'S QUALIFICATION STATEMENT

Add the following:

6.1.1 If requested, Bidder shall execute A-305 Contractor Qualification Statement and submit with Bid Form.

6.2 – OWNER'S FINANCIAL CAPABILITY

Delete paragraph 6.2 in its entirety.

6.3 - SUBMITTALS

Delete present 6.3.1 and insert new as follows:

6.3.1: "The bidder shall submit a list of subcontractors with names and addresses of all subcontractors identified on the Subcontractor's Listing Form with Bid Form at time of Bid. List all subcontractors/suppliers whose percent of work is 2% or greater. Types of work not listed indicate that the Contractor intends to perform the work with his own force. Failure of Contractor to list subcontractors may result in disqualification of bid. "

ARTICLE 7 - PERFORMANCE BOND AND PAYMENT BOND

7.1 - BOND REQUIREMENTS

Add new paragraphs:

7.1.4 "The Contractor shall provide a Performance Bond in the amount of one hundred percent (100%) of the Contract Award written in the standard form of AIA Document A312. The cost of the bond shall be paid by the Contractor and included in his Bid." (AIA Document A312 Performance Bond is enclosed at the end of Division 0 Contracting Requirements.)

7.1.5 "The Contractor shall provide a Labor and Material Payment Bond in the amount of one hundred percent (100%) of the Contract Award written in the standard form of AIA Document A312. The cost of the bond shall be paid by the Contractor and included in his Bid." (AIA Document 312 – Payment Bond is enclosed at the end of Division 0

Contracting Requirements.)

7.1.6 "Bonds shall be written by companies satisfactory to the Owner and licensed in Delaware."

7.1.7 "The bonds shall also contain the successful bidder's guarantee to indemnify and save harmless Newcastle County Vocational School District and their agents, servants and employees from all costs, damages, and expenses growing out of or by reason of the successful bidder's failure to comply and perform the work and complete the contract in accordance with the Agreement and Contract Documents".

Add the following:

ARTICLE 9 - ADDITIONAL INSTRUCTIONS TO BIDDERS

9.1- TIME OF COMPLETION

9.1.1 The Owner desires substantial completion of total project to be no later than one hundred twenty (120) calendar days from Notice to Proceed and final completion thirty (30) calendar days thereafter. This provision is of the essence.

9.2 - LIQUIDATED DAMAGES

9.2.1 Liquidated damages shall be assessed to compensate the Owner by the contractor to compensate the Owner's cost associated with late completion of the project. Liquidated damages shall be deducted from the final payment utilizing a change order. Refer to the Bid Form and Supplementary General Conditions for additional information.

AIA Document A310 - Electronic Format

Bid Bond

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES: CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

KNOW ALL MEN BY THESE PRESENTS, that we

(Here insert full name and address or legal title of Contractor)

as Principal, hereinafter called the Principal, and

(Here insert full name and address or legal title of Surety)

a corporation duly organized under the laws of the State of as Surety, hereinafter called the Surety, are held and firmly bound unto

(Here insert full name and address or legal title of Owner)

as Obligee, hereinafter called the Obligee, in the sum of Dollars ($), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

(Here insert full name, address and description of project)

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with ood and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this day of 20

(Witness)	*(Principal)* *(Seal)*
	(Title)
(Witness)	*(Surety)* *(Seal)*
	(Title)

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SECTION 004100: BID FORM

PART 1 GENERAL

1.1 DESCRIPTION

A. Copy of bid Form is bound herein

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

SECTION 004100: BID FORM

GENERAL CONSTRUCTION CONTRACT

Date:

PROJECT IDENTIFICATION: **HODGSON VOTECH HS BOILER BURNER REPLACEMENT**
NEWARK, NEW CASTLE COUNTY, DELAWARE
BID NO.: #1

BID TO: **NEW CASTLE COUNTY VOCATIONAL SCHOOL DISTRICT**

BID FROM: _____
_____
_____

1. The undersigned BIDDER agrees, if this Bid is accepted, to enter into an agreement with OWNER, on the form included in the Bidding Documents, to perform and furnish and Work as specified or indicated in the Bidding Documents, for the Bid Price and within the Bid Times indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.

2. In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:
   a. This Bid will remain subject to acceptance for ninety (90) days after the day of Bid opening;
   b. The Owner has the right to reject this Bid;
   c. BIDDER accepts the provisions of the Instructions and Supplementary Instructions to Bidders regarding disposition of Bid Security;
   d. BIDDER will sign and submit the Agreement with the Bonds and other documents required by the Bidding Requirements within 15 days after the date of OWNER'S Notice of Award;
   e. BIDDER has examined copies of all the Bidding Documents;
   f. BIDDER has visited the site and become familiar with the general, local, and site conditions;
   g. BIDDER is familiar with federal, state, and local laws and regulations;
   h. BIDDER has correlated the information known to BIDDER, information and observations obtained from visits to the site, reports and drawings identified in the Bidding Documents and additional examinations, investigations, explorations, tests, studies, and data with the Bidding documents;
   i. The Bid is genuine and not made in the interest of or on behalf of an undisclosed person, firm, or corporation and is not submitted in conformity with an agreement or rules of a group, association, organization, or corporation. BIDDER has not directly or indirectly induced or solicited another Bidder to submit a false or sham Bid: BIDDER has not solicited or induced a person, firm, or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself an advantage over another BIDDER or over OWNER.
   j. BIDDER has received the following Addenda receipt of which is hereby acknowledged:
      Addendum No. _____ Dated _____ Addendum No. _____ Dated
      Addendum No. _____ Dated _____ Addendum No. _____ Dated
      Addendum No. _____ Dated _____ Addendum No. _____ Dated

3. The amount of stated allowances shall be included in the Bidder's stated price.

4. BIDDER will complete the Work in accordance with the Contract Documents for the following price(s):
   STIPULATED-SUM BID PRICE (also known as Base Bid) _____
   ($_____) (use words)
   (figures)

The Bidder proposes the following Alternate prices for modifications of the work covered by the Base Bid and as set forth in the Bid Documents (General Requirements, Division 01, Section 012300 Alternates). Each Alternate will be accepted or rejected at the time of Award of Contract (use words and figures).

ALTERNATES

Alternate No. 1: Boiler Burner #1 Replacement

Add _____ Dollars ($ _____)
(in words) (in numerals)

Alternate No. 2: Provide boiler burner and controls by Preferred Utilities

Add _____ Dollars ($ _____)
(in words) (in numerals)

Alternate No. 3: Provide boiler burner and controls by Superior

Add _____ Dollars ($ _____)
(in words) (in numerals)

Alternate No. 4: Provide ATC controls by Modern Controls

Add _____ Dollars ($ _____)
(in words) (in numerals)

5. BIDDER agrees that the Work will be substantially complete and ready for final payment in accordance with the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

6. The Owner shall retain the sum of Five Hundred Dollars ($500.00) for each calendar day in excess of the completion date set forth in the Contract Documents as liquidated damages and not as a penalty.

7. The following documents are attached to and made a condition of this Bid:

(a) Certification of Insurance
(b) AIA A-305 Contractor's Qualification Statement
(c) AIA A-310 Bid Bond
(d) AIA A-312 Performance Bond
(e) 004350 Subcontractor's Listing Form
(f) 004500 Affidavit of Qualification to Bid
(g) 004600 Affidavit 1 Non-Collusion Certificate

_____ , being first duly sworn deposes and says that he is an officer in the building construction organization known as _____ , and the party making a certain proposal or bid dated _____ , 2014, to New Castle County Vocational School District and that this bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person to put in sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person to fix the bid prices or the affidavit or any other bidder, or to fix any overhead, profit or cost element of said bid price, or that of any bidder, or to secure any advantage against the owner or any other person interested in the proposed contract; and that all statements is said proposal or bid are true.

Signature of:

x
Bidder if the bidder is an individual

x
Partner if the bidder is a partnership

x
Officer if the bidder is a corporation

Registered Delaware Contractor No.

Subscribed and sworn before me this _____ day of _____ , 2014.

x
Notary Public

My commission expires: _____ , _____ .

END OF SECTION

SECTION 004350: SUBCONTRACTOR'S LISTING FORM

PART 1 GENERAL

1.1 DESCRIPTION

A. Copy of Subcontractor's Listing Form is bound herein.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

SECTION 004350: SUBCONTRACTOR'S LISTING FORM

If awarded this contract, we, _____ , (name of bidder) will award subcontracts to the following subcontractors. Where we intend to perform the work with our own forces, our name is listed as subcontractor. This form is to be submitted to the same location as the bid, no later than one hour after time of receipt of Bids.

Mechanical Name: _____

Address: _____

Automatic Temperature Control Name: _____

Address: _____

Boiler Burner Manufacturer Name: _____

Address: _____

Electrical Name: _____

Address: _____

Mechanical Insulation Name: _____

Address: _____

Combustion Air Fan Name: _____

Address: _____

_____ _____
(date) Firm Name

_____
Signature

END OF SECTION

SECTION 004500: AFFIDAVIT OF QUALIFICATION TO BID

PART 1 GENERAL

1.1 DESCRIPTION

A. Copy of Affidavit of Qualifications to Bid.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

SECTION 004500: AFFIDAVIT OF QUALIFICATION TO BID

I hereby affirm that

1. I am the _____ and the duly authorized representative of the firm
(Title)

_____ whose address is_____and that I posses the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.

2. Except as described in paragraph 3 below, I nor the firm, nor to the best of my knowledge, any of its officers, directors, or partners, or any of its employees directly involved in obtaining contracts with the State or any county, bi-county or multi-county agency, or subdivision of the State have been convicted of, or have pleaded nolo contendere to a charge of, or having during the course of an official investigation or other proceeding admitted in writing or under oath acts of omissions which constitute bribery, attempted bribery, or conspiracy to bribe under the laws of any state or the Federal Government (conduct prior to July 1, 1977 is not required to be reported).

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

I acknowledge that this affidavit is to be furnished to Newcastle County Vocational School District and, where appropriate to the State of Delaware. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the Newcastle County Vocational School District may terminate any contract awarded and take any other appropriate action. I further acknowledge that I am executing this affidavit in compliance with Delaware Law, which provides that certain persons who have been convicted of or have admitted to bribery, attempted bribery, or conspiracy to bribe may be disqualified, either by operation of law or after a hearing, from entering in to contract with the State or any of its agencies or subdivisions.

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

Subscribed and sworn to be before me

(signature)

on this _____ date of _____, 20____.

_____

(Notary) (date)

My commission expires

END OF SECTION

SECTION 004600: AFFIDAVIT I NON-COLLUSION CERTIFICATE

PART 1 GENERAL

1.1 DESCRIPTION

A. Copy of Affidavit I Non-Collusion Certificate.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

Bid No.: _____
TITLE: **DELCASTLE VOTECH HS BOILER BURNER REPLACEMENT**
NEW CASTLE COUNTY, NEWARK, DELAWARE

NON-COLLUSION CERTIFICATE

COUNTY OF: _____

STATE OF: _____

Before me, the undersigned, a Notary Public, in and for the County and State aforesaid, personally appeared _____ _____ and made oath in due form of law that the Respondent herein, his Agents, servants and/or employees, to the best of his knowledge and belief, have not in any way colluded with anyone for and on behalf of the Respondent, or themselves, to obtain information that would give the Respondent an unfair advantage over others, nor have they colluded with anyone for and on behalf of the Respondent, or themselves, to gain any favoritism in the award of the Contract herein.

_____
(NOTARY PUBLIC)

SECTION 004700: AFFIDAVIT I I DISCLOSURE OF INTEREST BY PERSONS DOING BUSINESS WITH NEWCASTLE COUNTY VOCATIONAL SCHOOL DISTRICT

PART 1 GENERAL

1.1 DESCRIPTION

A. Copy of Affidavit II Disclosure of Interest by Persons Doing Business with Newcastle County Vocational School District.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

Bid No.: _____

TITLE: **DELCASTLE VOTECH HS BOILER BURNER REPLACEMENT**
NEW CASTLE COUNTY, NEWARK, DELAWARE

DISCLOSURE OF INTEREST BY PERSONS DOING BUSINESS WITH NEW CASTLE COUNTY VOCATIONAL SCHOOL DISTRICT

The undersigned does hereby declare that no officer or employee of NEW CASTLE COUNTY VOCATIONAL SCHOOL DISTRICT, whether elected or appointed has in any manner whatsoever any interest in or has received prior to hereto or will receive subsequent hereto any benefit, monetary or material consideration from the profits or emoluments of this contract, job, work or service for the NEW CASTLE COUNTY VOCATIONAL SCHOOL DISTRICT, and that no officer or employee has accepted or received or will receive, directly or indirectly, any part of any fee, commission or other compensation paid or payable by the NEW CASTLE COUNTY VOCATIONAL SCHOOL DISTRICT in connection with the contract, job, work, or service for the NEW CASTLE COUNTY VOCATIONAL SCHOOL DISTRICT, excepting, however, the receipt of dividend or corporation stock.

I, we do solemnly declare and affirm under the penalties of perjury that the contents of the foregoing affidavit are true and correct to the best of my knowledge, information and belief.

_____
DATE

_____
SIGNATURE

_____
PRINTED NAME AND TITLE

FIRM NAME AND ADDRESS _____

_____

_____

TELEPHONE NUMBER _____

FAX NUMBER _____

SECTION 004900 - BIDDING ADDENDA FORMAT

Addenda where necessary, will be issued by Gipe Associates, Inc. Contractors who have left a deposit for Drawings and Specification will be contacted to inform them an Addenda is being issued. Contractors wishing to have the Addenda sent by Federal Express or couriered must make arrangements with Gipe Associates, Inc. to cover the cost of postage or handling. Addenda issued 5 days or less to the bid date will be faxed if the Bidder has provided his fax number.

Addenda format will be as follows:

SPECIFICATIONS

Section No.	Section Name
Page No.	Article, paragraph, Subparagraph
Action:	Text

DRAWINGS

Drawing No.	Detail No.
Action:	Text

SPECIFICATION ACTION DEFINITIONS

REVISED:	Change a small portion of a particular paragraph. the change portion will be shown in *Italics.*
ADD:	Add a section, article, paragraph, or subparagraph to the Project Manual. This does not delete any existing information.
DELETE:	Remove a section, article, paragraph or subparagraph from the Project Manual.
SUBSTITUTE:	Delete the existing section, article, paragraph or subparagraph and substitute in its place the Addenda information.
CLARIFY:	If there is some ambiguity or confusion regarding a section, article, paragraph or subparagraph it would be clarified here.

DRAWING ACTION DEFINITIONS

REVISED:	Change a dimension, notes or similar small modifications to an existing drawing or detail.
ADD:	Add a note, detail or drawing to an existing drawing.
DELETE:	Remove a note, detail or drawing from the Contract Documents.
SUBSTITUTE:	Delete the existing detail or drawing and replace it with the new drawing or detail provided in the Addendum.
CLARIFY:	This will be used to give a written clarification of the drawing information

END OF SECTION

SECTION 005000: STANDARD FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR

PART 1 GENERAL

1.1 DESCRIPTION

A. Copy of Standard Form of Agreement Between Owner and Contractor - 2007 edition is bound herein.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

AIA® Document A101™ – 2007

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the day of in the year
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

and the Contractor:
(Name, legal status, address and other information)

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

The Architect:
(Name, legal status, address and other information)

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

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

AIA Document A201™–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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User Notes:

(2033806930)

TABLE OF ARTICLES

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2 THE WORK OF THIS CONTRACT

3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

4 CONTRACT SUM

5 PAYMENTS

6 DISPUTE RESOLUTION

7 TERMINATION OR SUSPENSION

8 MISCELLANEOUS PROVISIONS

9 ENUMERATION OF CONTRACT DOCUMENTS

10 INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.
(Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)

If, prior to the commencement of the Work, the Owner requires time to file mortgages and other security interests, the Owner's time requirement shall be as follows:

§ 3.2 The Contract Time shall be measured from the date of commencement.

§ 3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than ( ) days from the date of commencement, or as follows:
(Insert number of calendar days. Alternatively, a calendar date may be used when coordinated with the date of commencement. If appropriate, insert requirements for earlier Substantial Completion of certain portions of the Work.)

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User Notes: (2033806930)

Portion of Work	Substantial Completion Date

, subject to adjustments of this Contract Time as provided in the Contract Documents.
(Insert provisions, if any, for liquidated damages relating to failure to achieve Substantial Completion on time or for bonus payments for early completion of the Work.)

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be ($), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:
(State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)

§ 4.3 Unit prices, if any:
(Identify and state the unit price; state quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price Per Unit ($0.00)

§ 4.4 Allowances included in the Contract Sum, if any:
(Identify allowance and state exclusions, if any, from the allowance price.)

Item	Price

ARTICLE 5 PAYMENTS

§ 5.1 PROGRESS PAYMENTS

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the day of a month, the Owner shall make payment of the certified amount to the Contractor not later than the day of the month. If an Application for Payment is received by the Architect after the application date fixed above, payment shall be made by the Owner not later than ( ) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

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§ **5.1.5** Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ **5.1.6** Subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

.1 Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of percent (%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201™–2007, General Conditions of the Contract for Construction;

.2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of percent (%);

.3 Subtract the aggregate of previous payments made by the Owner; and

.4 Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate for Payment as provided in Section 9.5 of AIA Document A201–2007.

§ **5.1.7** The progress payment amount determined in accordance with Section 5.1.6 shall be further modified under the following circumstances:

.1 Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to the full amount of the Contract Sum, less such amounts as the Architect shall determine for incomplete Work, retainage applicable to such work and unsettled claims; and
(Section 9.8.5 of AIA Document A201–2007 requires release of applicable retainage upon Substantial Completion of Work with consent of surety, if any.)

.2 Add, if final completion of the Work is thereafter materially delayed through no fault of the Contractor, any additional amounts payable in accordance with Section 9.10.3 of AIA Document A201–2007.

§ **5.1.8** Reduction or limitation of retainage, if any, shall be as follows:
(If it is intended, prior to Substantial Completion of the entire Work, to reduce or limit the retainage resulting from the percentages inserted in Sections 5.1.6.1 and 5.1.6.2 above, and this is not explained elsewhere in the Contract Documents, insert here provisions for such reduction or limitation.)

§ **5.1.9** Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 FINAL PAYMENT

§ **5.2.1** Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

.1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Section 12.2.2 of AIA Document A201–2007, and to satisfy other requirements, if any, which extend beyond final payment; and

.2 a final Certificate for Payment has been issued by the Architect.

§ **5.2.2** The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 INITIAL DECISION MAKER

The Architect will serve as Initial Decision Maker pursuant to Section 15.2 of AIA Document A201–2007, unless the parties appoint below another individual, not a party to this Agreement, to serve as Initial Decision Maker.

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(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 BINDING DISPUTE RESOLUTION
For any Claim subject to, but not resolved by, mediation pursuant to Section 15.3 of AIA Document A201–2007, the method of binding dispute resolution shall be as follows:
(Check the appropriate box. If the Owner and Contractor do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.)

[ ] Arbitration pursuant to Section 15.4 of AIA Document A201–2007

[ ] Litigation in a court of competent jurisdiction

[ ] Other *(Specify)*

ARTICLE 7 TERMINATION OR SUSPENSION
§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2007.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2007.

ARTICLE 8 MISCELLANEOUS PROVISIONS
§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2007 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.
(Insert rate of interest agreed upon, if any.)

%

§ 8.3 The Owner's representative:
(Name, address and other information)

§ 8.4 The Contractor's representative:
(Name, address and other information)

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§ 8.5 Neither the Owner's nor the Contractor's representative shall be changed without ten days written notice to the other party.

§ 8.6 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated in the sections below.

§ 9.1.1 The Agreement is this executed AIA Document A101–2007, Standard Form of Agreement Between Owner and Contractor.

§ 9.1.2 The General Conditions are AIA Document A201–2007, General Conditions of the Contract for Construction.

§ 9.1.3 The Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages

§ 9.1.4 The Specifications:
(Either list the Specifications here or refer to an exhibit attached to this Agreement.)

Section	Title	Date	Pages

§ 9.1.5 The Drawings:
(Either list the Drawings here or refer to an exhibit attached to this Agreement.)

Number	Title	Date

§ 9.1.6 The Addenda, if any:

Number	Date	Pages

Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 9.

§ 9.1.7 Additional documents, if any, forming part of the Contract Documents:

.1 AIA Document E201™–2007, Digital Data Protocol Exhibit, if completed by the parties, or the following:

.2 Other documents, if any, listed below:
(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201–2007 provides that bidding requirements such as advertisement or invitation to bid, Instructions to Bidders, sample forms and the Contractor's bid are not part of the Contract Documents

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unless enumerated in this Agreement. They should be listed here only if intended to be part of the Contract Documents.)

ARTICLE 10 INSURANCE AND BONDS

The Contractor shall purchase and maintain insurance and provide bonds as set forth in Article 11 of AIA Document A201–2007.

(State bonding requirements, if any, and limits of liability for insurance required in Article 11 of AIA Document A201–2007.)

Type of insurance or bond	Limit of liability or bond amount ($0.00)

This Agreement entered into as of the day and year first written above.

OWNER *(Signature)*	**CONTRACTOR** *(Signature)*
(Printed name and title)	*(Printed name and title)*

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SECTION 005600: CONTRACTOR'S QUALIFICATION STATEMENTS

PART 1 GENERAL

1.1 DESCRIPTION

A. Copy of Contractor's Qualification Statement AIA Document A305 - 1986 edition is bound herein.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

AIA Document A305 - Electronic Format

Contractor's Qualification Statement

1986 EDITION

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES: CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

This form is approved and recommended by The American Institute of Architects (AIA) and The Associated General Contractors of American (AGC) for use in evaluating the qualifications of contractors. No endorsement of the submitting party or verification of the information is made by AIA or AGC.

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The Undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

SUBMITTED TO:

ADDRESS:

SUBMITTED BY:

NAME:

ADDRESS:

PRINCIPAL OFFICE:

Corporation ☐

Partnership ☐

Individual ☐

Joint Venture ☐

Other ☐

NAME OF PROJECT (if applicable):

TYPE OF WORK (file separate form for each Classification of Work):

_____ General Construction

_____ HVAC

_____ Plumbing

_____ Electrical

_____ Other (please specify)

1. ORGANIZATION

1.1 How many years has your organization been in business as a Contractor?

1.2 How many years has your organization been in business under its present business name?

1.2.1 Under what other or former names has your organization operated?

1.3 If your organization is a corporation, answer the following:

1.3.1 Date of incorporation:

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1.3.2 State of incorporation:
1.3.3 President's name:
1.3.4 Vice-president's name(s)

1.3.5 Secretary's name:
1.3.6 Treasurer's name:

1.4 If your organization is a partnership, answer the following:
1.4.1 Date of organization:
1.4.2 Type of partnership (if applicable):
1.4.3 Name(s) of general partner(s)

1.5 If your organization is individually owned, answer the following:
1.5.1 Date of organization:
1.5.2 Name of owner:

1.6 If the form of your organization is other than those listed above, describe it and name the principals:

2. LICENSING

2.1 List jurisdictions and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers, if applicable.

2.2 List jurisdictions in which your organization's partnership or trade name is filed.

3. EXPERIENCE

3.1 List the categories of work that your organization normally performs with its own forces.

3.2 Claims and Suits. (If the answer to any of the questions below is yes, please attach details.)

3.2.1 Has your organization ever failed to complete any work awarded to it?

3.2.2 Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?

3.2.3 Has your organization filed any law suits or requested arbitration with regard to construction contracts within the last five years?

3.3 Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? (If the answer is yes, please attach details.)

3.4 On a separate sheet, list major construction projects your organization has in progress, giving the name of project, owner, architect, contract amount, percent complete and scheduled completion date.

3.4.1 State total worth of work in progress and under contract:

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3.5 On a separate sheet, list the major projects your organization has completed in the past five years, giving the name of project, owner, architect, contract amount, date of completion and percentage of the cost of the work performed with your own forces.

3.5.1 State average annual amount of construction work performed during the past five years:

3.6 On a separate sheet, list the construction experience and present commitments of the key individuals of your organization.

4. REFERENCES

4.1 Trade References:

4.2 Bank References:

4.3 Surety:

4.3.1 Name of bonding company:

4.3.2 Name and address of agent:

5. FINANCING

5.1 Financial Statement.

5.1.1 Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items:

Current Assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory and prepaid expenses);

Net Fixed Assets;

Other Assets;

Current Liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes);

Other Liabilities (e.g., capital, capital stock, authorized and outstanding shares par values, earned surplus and retained earnings).

5.1.2 Name and address of firm preparing attached financial statement, and date thereof:

5.1.3 Is the attached financial statement for the identical organization named on page one?

5.1.4 If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsidiary).

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5.2 Will the organization whose financial statement is attached act as guarantor of the contract for construction?

SIGNATURE

6.1 Dated at this day of .

Name of Organization:

By:

Title:

6.2

M being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.

Subscribed and sworn before me this day of 20

Notary Public:

My Commission Expires:

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SECTION 007000: GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION

PART 1 GENERAL

1.1 DESCRIPTION

A. The General Conditions of this contract are the "General Conditions of the Contract for Construction", AIA Document A201, 2007 Edition, as modified.

B. A copy of AIA Document A201-2007 edition as modified by the Supplementary General Conditions is bound herein.

C. The General Conditions of the contract, as modified apply with equal force to General Contractor, all subcontractors, suppliers and tradesmen for the performance of work, extra work, and/or services under this contract and apply to each section in the specifications.

D. Refer to Section 008000 for Supplementary General Conditions.

END OF SECTION

AIA® Document A201™ – 2007

General Conditions of the Contract for Construction

for the following PROJECT:
(Name and location or address)

THE OWNER:
(Name and address)

THE ARCHITECT:
(Name and address)

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

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

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 BASIC DEFINITIONS

§ 1.1.1 THE CONTRACT DOCUMENTS

The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement and Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive or (4) a written order for a minor change in the Work issued by the Architect. Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor's bid or proposal, or portions of Addenda relating to bidding requirements.

§ 1.1.2 THE CONTRACT

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.

§ 1.1.3 THE WORK

The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

§ 1.1.4 THE PROJECT

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by separate contractors.

§ 1.1.5 THE DRAWINGS

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules and diagrams.

§ 1.1.6 THE SPECIFICATIONS

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

§ 1.1.7 INSTRUMENTS OF SERVICE

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

§ 1.1.8 INITIAL DECISION MAKER

The Initial Decision Maker is the person identified in the Agreement to render initial decisions on Claims in accordance with Section 15.2 and certify termination of the Agreement under Section 14.2.2.

§ 1.2 CORRELATION AND INTENT OF THE CONTRACT DOCUMENTS

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

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§ 1.2.2 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

§ 1.2.3 Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.3 CAPITALIZATION

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles or (3) the titles of other documents published by the American Institute of Architects.

§ 1.4 INTERPRETATION

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.

§ 1.5 OWNERSHIP AND USE OF DRAWINGS, SPECIFICATIONS AND OTHER INSTRUMENTS OF SERVICE

§ 1.5.1 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and will retain all common law, statutory and other reserved rights, including copyrights. The Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with this Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

§ 1.5.2 The Contractor, Subcontractors, Sub-subcontractors and material or equipment suppliers are authorized to use and reproduce the Instruments of Service provided to them solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers may not use the Instruments of Service on other projects or for additions to this Project outside the scope of the Work without the specific written consent of the Owner, Architect and the Architect's consultants.

§ 1.6 TRANSMISSION OF DATA IN DIGITAL FORM

If the parties intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions, unless otherwise already provided in the Agreement or the Contract Documents.

ARTICLE 2 OWNER

§ 2.1 GENERAL

§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 2.1.2 The Owner shall furnish to the Contractor within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to evaluate, give notice of or enforce mechanic's lien rights. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner's interest therein.

§ 2.2 INFORMATION AND SERVICES REQUIRED OF THE OWNER

§ 2.2.1 Prior to commencement of the Work, the Contractor may request in writing that the Owner provide reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. Thereafter, the Contractor may only request such evidence if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) a change in the Work materially changes the Contract Sum; or (3) the Contractor identifies in writing a reasonable concern regarding the Owner's ability to make payment when due. The Owner shall furnish such evidence as a condition precedent to commencement or continuation of the Work or the

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portion of the Work affected by a material change. After the Owner furnishes the evidence, the Owner shall not materially vary such financial arrangements without prior notice to the Contractor.

§ **2.2.2** Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities.

§ **2.2.3** The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work.

§ **2.2.4** The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Contractor's performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services.

§ **2.2.5** Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2.

§ 2.3 OWNER'S RIGHT TO STOP THE WORK

If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

§ 2.4 OWNER'S RIGHT TO CARRY OUT THE WORK

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten-day period after receipt of written notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such deficiencies. In such case an appropriate Change Order shall be issued deducting from payments then or thereafter due the Contractor the reasonable cost of correcting such deficiencies, including Owner's expenses and compensation for the Architect's additional services made necessary by such default, neglect or failure. Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect. If payments then or thereafter due the Contractor are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner.

ARTICLE 3 CONTRACTOR

§ 3.1 GENERAL

§ **3.1.1** The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, if required in the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term "Contractor" means the Contractor or the Contractor's authorized representative.

§ **3.1.2** The Contractor shall perform the Work in accordance with the Contract Documents.

§ **3.1.3** The Contractor shall not be relieved of obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect's administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

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§ 3.2 REVIEW OF CONTRACT DOCUMENTS AND FIELD CONDITIONS BY CONTRACTOR

§ 3.2.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become generally familiar with local conditions under which the Work is to be performed and correlated personal observations with requirements of the Contract Documents.

§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.2.3, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor's review is made in the Contractor's capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents.

§ 3.2.3 The Contractor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Contractor's notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, the Contractor shall make Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, the Contractor shall pay such costs and damages to the Owner as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

§ 3.3 SUPERVISION AND CONSTRUCTION PROCEDURES

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract, unless the Contract Documents give other specific instructions concerning these matters. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences or procedures, the Contractor shall evaluate the jobsite safety thereof and, except as stated below, shall be fully and solely responsible for the jobsite safety of such means, methods, techniques, sequences or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely written notice to the Owner and Architect and shall not proceed with that portion of the Work without further written instructions from the Architect. If the Contractor is then instructed to proceed with the required means, methods, techniques, sequences or procedures without acceptance of changes proposed by the Contractor, the Owner shall be solely responsible for any loss or damage arising solely from those Owner-required means, methods, techniques, sequences or procedures.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors.

§ 3.3.3 The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

§ 3.4 LABOR AND MATERIALS

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

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§ 3.4.2 Except in the case of minor changes in the Work authorized by the Architect in accordance with Sections 3.12.8 or 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

§ 3.5 WARRANTY

The Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

§ 3.6 TAXES

The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

§ 3.7 PERMITS, FEES, NOTICES, AND COMPLIANCE WITH LAWS

§ 3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

§ 3.7.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

§ 3.7.3 If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 3.7.4 **Concealed or Unknown Conditions.** If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature, that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than 21 days after first observance of the conditions. The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend an equitable adjustment in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor in writing, stating the reasons. If either party disputes the Architect's determination or recommendation, that party may proceed as provided in Article 15.

§ 3.7.5 If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

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§ 3.8 ALLOWANCES

§ 3.8.1 The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

§ 3.8.2 Unless otherwise provided in the Contract Documents,

- .1 allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;
- .2 Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and
- .3 whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor's costs under Section 3.8.2.2.

§ 3.8.3 Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness.

§ 3.9 SUPERINTENDENT

§ 3.9.1 The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor.

§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner through the Architect the name and qualifications of a proposed superintendent. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to the proposed superintendent or (2) that the Architect requires additional time to review. Failure of the Architect to reply within the 14 day period shall constitute notice of no reasonable objection.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.

§ 3.10 CONTRACTOR'S CONSTRUCTION SCHEDULES

§ 3.10.1 The Contractor, promptly after being awarded the Contract, shall prepare and submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. The schedule shall not exceed time limits current under the Contract Documents, shall be revised at appropriate intervals as required by the conditions of the Work and Project, shall be related to the entire Project to the extent required by the Contract Documents, and shall provide for expeditious and practicable execution of the Work.

§ 3.10.2 The Contractor shall prepare a submittal schedule, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, and shall submit the schedule(s) for the Architect's approval. The Architect's approval shall not unreasonably be delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to submit a submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

§ 3.10.3 The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect.

§ 3.11 DOCUMENTS AND SAMPLES AT THE SITE

The Contractor shall maintain at the site for the Owner one copy of the Drawings, Specifications, Addenda, Change Orders and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and one copy of approved Shop Drawings, Product Data, Samples and similar required submittals. These shall be available to the Architect and shall be delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed.

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§ 3.12 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES

§ 3.12.1 Shop Drawings are drawings, diagrams, schedules and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier or distributor to illustrate some portion of the Work.

§ 3.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

§ 3.12.3 Samples are physical examples that illustrate materials, equipment or workmanship and establish standards by which the Work will be judged.

§ 3.12.4 Shop Drawings, Product Data, Samples and similar submittals are not Contract Documents. Their purpose is to demonstrate the way by which the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

§ 3.12.5 The Contractor shall review for compliance with the Contract Documents, approve and submit to the Architect Shop Drawings, Product Data, Samples and similar submittals required by the Contract Documents in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of separate contractors.

§ 3.12.6 By submitting Shop Drawings, Product Data, Samples and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, or will do so and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples or similar submittals until the respective submittal has been approved by the Architect.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples or similar submittals unless the Contractor has specifically informed the Architect in writing of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples or similar submittals by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such written notice, the Architect's approval of a resubmission shall not apply to such revisions.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor's responsibilities for construction means, methods, techniques, sequences and procedures. The Contractor shall not be required to provide professional services in violation of applicable law. If professional design services or certifications by a design professional related to systems, materials or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will specify all performance and design criteria that such services must satisfy. The Contractor shall cause such services or certifications to be provided by a properly licensed design professional, whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings and other submittals prepared by such professional. Shop Drawings and other submittals related to the Work designed or certified by such professional, if prepared by others, shall bear such professional's written approval when submitted to the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy, accuracy and

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completeness of the services, certifications and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor all performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review, approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Contractor shall not be responsible for the adequacy of the performance and design criteria specified in the Contract Documents.

§ 3.13 USE OF SITE

The Contractor shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities and the Contract Documents and shall not unreasonably encumber the site with materials or equipment.

§ 3.14 CUTTING AND PATCHING

§ 3.14.1 The Contractor shall be responsible for cutting, fitting or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting and patching shall be restored to the condition existing prior to the cutting, fitting and patching, unless otherwise required by the Contract Documents.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or separate contractors by cutting, patching or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter such construction by the Owner or a separate contractor except with written consent of the Owner and of such separate contractor; such consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold from the Owner or a separate contractor the Contractor's consent to cutting or otherwise altering the Work.

§ 3.15 CLEANING UP

§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor's tools, construction equipment, machinery and surplus materials from and about the Project.

§ 3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and Owner shall be entitled to reimbursement from the Contractor.

§ 3.16 ACCESS TO WORK

The Contractor shall provide the Owner and Architect access to the Work in preparation and progress wherever located.

§ 3.17 ROYALTIES, PATENTS AND COPYRIGHTS

The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and Architect harmless from loss on account thereof, but shall not be responsible for such defense or loss when a particular design, process or product of a particular manufacturer or manufacturers is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications or other documents prepared by the Owner or Architect. However, if the Contractor has reason to believe that the required design, process or product is an infringement of a copyright or a patent, the Contractor shall be responsible for such loss unless such information is promptly furnished to the Architect.

§ 3.18 INDEMNIFICATION

§ 3.18.1 To the fullest extent permitted by law the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this Section 3.18.

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§ 3.18.2 In claims against any person or entity indemnified under this Section 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under Section 3.18.1 shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Contractor or a Subcontractor under workers' compensation acts, disability benefit acts or other employee benefit acts.

ARTICLE 4 ARCHITECT

§ 4.1 GENERAL

§ 4.1.1 The Owner shall retain an architect lawfully licensed to practice architecture or an entity lawfully practicing architecture in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

§ 4.1.2 Duties, responsibilities and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified or extended without written consent of the Owner, Contractor and Architect. Consent shall not be unreasonably withheld.

§ 4.1.3 If the employment of the Architect is terminated, the Owner shall employ a successor architect as to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.

§ 4.2 ADMINISTRATION OF THE CONTRACT

§ 4.2.1 The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during construction until the date the Architect issues the final Certificate For Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 4.2.2 The Architect will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will not have control over, charge of, or responsibility for, the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents, except as provided in Section 3.3.1.

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of and will not be responsible for acts or omissions of the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

§ 4.2.4 COMMUNICATIONS FACILITATING CONTRACT ADMINISTRATION

Except as otherwise provided in the Contract Documents or when direct communications have been specially authorized, the Owner and Contractor shall endeavor to communicate with each other through the Architect about matters arising out of or relating to the Contract. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and material suppliers shall be through the Contractor. Communications by and with separate contractors shall be through the Owner.

§ 4.2.5 Based on the Architect's evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the Work in accordance with Sections 13.5.2 and 13.5.3, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees, or other persons or entities performing portions of the Work.

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§ **4.2.7** The Architect will review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5 and 3.12. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ **4.2.8** The Architect will prepare Change Orders and Construction Change Directives, and may authorize minor changes in the Work as provided in Section 7.4. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ **4.2.9** The Architect will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract and assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ **4.2.10** If the Owner and Architect agree, the Architect will provide one or more project representatives to assist in carrying out the Architect's responsibilities at the site. The duties, responsibilities and limitations of authority of such project representatives shall be as set forth in an exhibit to be incorporated in the Contract Documents.

§ **4.2.11** The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ **4.2.12** Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either and will not be liable for results of interpretations or decisions rendered in good faith.

§ **4.2.13** The Architect's decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents.

§ **4.2.14** The Architect will review and respond to requests for information about the Contract Documents. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information.

ARTICLE 5 SUBCONTRACTORS

§ 5.1 DEFINITIONS

§ **5.1.1** A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a separate contractor or subcontractors of a separate contractor.

§ **5.1.2** A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

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§ 5.2 AWARD OF SUBCONTRACTS AND OTHER CONTRACTS FOR PORTIONS OF THE WORK

§ 5.2.1 Unless otherwise stated in the Contract Documents or the bidding requirements, the Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner through the Architect the names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each principal portion of the Work. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to any such proposed person or entity or (2) that the Architect requires additional time for review. Failure of the Owner or Architect to reply within the 14 day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor's Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person or entity previously selected if the Owner or Architect makes reasonable objection to such substitution.

§ 5.3 SUBCONTRACTUAL RELATIONS

By appropriate agreement, written where legally required for validity, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's Work, which the Contractor, by these Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

§ 5.4 CONTINGENT ASSIGNMENT OF SUBCONTRACTS

§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that

- .1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor in writing; and
- .2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

When the Owner accepts the assignment of a subcontract agreement, the Owner assumes the Contractor's rights and obligations under the subcontract.

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted for increases in cost resulting from the suspension.

§ 5.4.3 Upon such assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the

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Owner shall nevertheless remain legally responsible for all of the successor contractor's obligations under the subcontract.

ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

§ 6.1 OWNER'S RIGHT TO PERFORM CONSTRUCTION AND TO AWARD SEPARATE CONTRACTS

§ 6.1.1 The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and to award separate contracts in connection with other portions of the Project or other construction or operations on the site under Conditions of the Contract identical or substantially similar to these including those portions related to insurance and waiver of subrogation. If the Contractor claims that delay or additional cost is involved because of such action by the Owner, the Contractor shall make such Claim as provided in Article 15.

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner shall provide for coordination of the activities of the Owner's own forces and of each separate contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with other separate contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to the construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, separate contractors and the Owner until subsequently revised.

§ 6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner's own forces, the Owner shall be deemed to be subject to the same obligations and to have the same rights that apply to the Contractor under the Conditions of the Contract, including, without excluding others, those stated in Article 3, this Article 6 and Articles 10, 11 and 12.

§ 6.2 MUTUAL RESPONSIBILITY

§ 6.2.1 The Contractor shall afford the Owner and separate contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor's construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a separate contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly report to the Architect apparent discrepancies or defects in such other construction that would render it unsuitable for such proper execution and results. Failure of the Contractor so to report shall constitute an acknowledgment that the Owner's or separate contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work, except as to defects not then reasonably discoverable.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a separate contractor because of the Contractor's delays, improperly timed activities or defective construction. The Owner shall be responsible to the Contractor for costs the Contractor incurs because of a separate contractor's delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or separate contractors as provided in Section 10.2.5.

§ 6.2.5 The Owner and each separate contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

§ 6.3 OWNER'S RIGHT TO CLEAN UP

If a dispute arises among the Contractor, separate contractors and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

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ARTICLE 7 CHANGES IN THE WORK

§ 7.1 GENERAL

§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7 and elsewhere in the Contract Documents.

§ 7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor and Architect; a Construction Change Directive requires agreement by the Owner and Architect and may or may not be agreed to by the Contractor; an order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents, and the Contractor shall proceed promptly, unless otherwise provided in the Change Order, Construction Change Directive or order for a minor change in the Work.

§ 7.2 CHANGE ORDERS

§ 7.2.1 A Change Order is a written instrument prepared by the Architect and signed by the Owner, Contractor and Architect stating their agreement upon all of the following:

- .1 The change in the Work;
- .2 The amount of the adjustment, if any, in the Contract Sum; and
- .3 The extent of the adjustment, if any, in the Contract Time.

§ 7.3 CONSTRUCTION CHANGE DIRECTIVES

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

- .1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;
- .2 Unit prices stated in the Contract Documents or subsequently agreed upon;
- .3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or
- .4 As provided in Section 7.3.7.

§ 7.3.4 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed in a proposed Change Order or Construction Change Directive so that application of such unit prices to quantities of Work proposed will cause substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted.

§ 7.3.5 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.6 A Construction Change Directive signed by the Contractor indicates the Contractor's agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.7 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall determine the method and the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount

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for overhead and profit as set forth in the Agreement, or if no such amount is set forth in the Agreement, a reasonable amount. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.7 shall be limited to the following:

.1 Costs of labor, including social security, old age and unemployment insurance, fringe benefits required by agreement or custom, and workers' compensation insurance;

.2 Costs of materials, supplies and equipment, including cost of transportation, whether incorporated or consumed;

.3 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;

.4 Costs of premiums for all bonds and insurance, permit fees, and sales, use or similar taxes related to the Work; and

.5 Additional costs of supervision and field office personnel directly attributable to the change.

§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the Architect. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, the Contractor may request payment for Work completed under the Construction Change Directive in Applications for Payment. The Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect's professional judgment, to be reasonably justified. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15.

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

§ 7.4 MINOR CHANGES IN THE WORK

The Architect has authority to order minor changes in the Work not involving adjustment in the Contract Sum or extension of the Contract Time and not inconsistent with the intent of the Contract Documents. Such changes will be effected by written order signed by the Architect and shall be binding on the Owner and Contractor.

ARTICLE 8 TIME

§ 8.1 DEFINITIONS

§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

§ 8.2 PROGRESS AND COMPLETION

§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, prematurely commence operations on the site or elsewhere prior to the effective date of insurance required by Article 11 to be furnished by the Contractor and Owner. The date of commencement of the Work shall not be changed by the effective date of such insurance.

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§ 8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

§ 8.3 DELAYS AND EXTENSIONS OF TIME

§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by an act or neglect of the Owner or Architect, or of an employee of either, or of a separate contractor employed by the Owner; or by changes ordered in the Work; or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Contractor's control; or by delay authorized by the Owner pending mediation and arbitration; or by other causes that the Architect determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Architect may determine.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§ 8.3.3 This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

ARTICLE 9 PAYMENTS AND COMPLETION

§ 9.1 CONTRACT SUM

The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

§ 9.2 SCHEDULE OF VALUES

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit to the Architect, before the first Application for Payment, a schedule of values allocating the entire Contract Sum to the various portions of the Work and prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 9.3 APPLICATIONS FOR PAYMENT

§ 9.3.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2., for completed portions of the Work. Such application shall be notarized, if required, and supported by such data substantiating the Contractor's right to payment as the Owner or Architect may require, such as copies of requisitions from Subcontractors and material suppliers, and shall reflect retainage if provided for in the Contract Documents.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, or by interim determinations of the Architect, but not yet included in Change Orders.

§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or material supplier, unless such Work has been performed by others whom the Contractor intends to pay.

§ 9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage and transportation to the site for such materials and equipment stored off the site.

§ 9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information and belief, be free and clear of liens, claims, security interests or

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encumbrances in favor of the Contractor, Subcontractors, material suppliers, or other persons or entities making a claim by reason of having provided labor, materials and equipment relating to the Work.

§ 9.4 CERTIFICATES FOR PAYMENT

§ 9.4.1 The Architect will, within seven days after receipt of the Contractor's Application for Payment, either issue to the Owner a Certificate for Payment, with a copy to the Contractor, for such amount as the Architect determines is properly due, or notify the Contractor and Owner in writing of the Architect's reasons for withholding certification in whole or in part as provided in Section 9.5.1.

§ 9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data comprising the Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion and to specific qualifications expressed by the Architect. The issuance of a Certificate for Payment will further constitute a representation that the Contractor is entitled to payment in the amount certified. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 9.5 DECISIONS TO WITHHOLD CERTIFICATION

§ 9.5.1 The Architect may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of

- .1 defective Work not remedied;
- .2 third party claims filed or reasonable evidence indicating probable filing of such claims unless security acceptable to the Owner is provided by the Contractor;
- .3 failure of the Contractor to make payments properly to Subcontractors or for labor, materials or equipment;
- .4 reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- .5 damage to the Owner or a separate contractor;
- .6 reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay; or
- .7 repeated failure to carry out the Work in accordance with the Contract Documents.

§ 9.5.2 When the above reasons for withholding certification are removed, certification will be made for amounts previously withheld.

§ 9.5.3 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or material or equipment suppliers to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Architect will reflect such payment on the next Certificate for Payment.

§ 9.6 PROGRESS PAYMENTS

§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

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§ **9.6.2** The Contractor shall pay each Subcontractor no later than seven days after receipt of payment from the Owner the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of the Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

§ **9.6.3** The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor.

§ **9.6.4** The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and material and equipment suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay or to see to the payment of money to a Subcontractor, except as may otherwise be required by law.

§ **9.6.5** Contractor payments to material and equipment suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3 and 9.6.4.

§ **9.6.6** A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ **9.6.7** Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors and suppliers shall be held by the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, shall create any fiduciary liability or tort liability on the part of the Contractor for breach of trust or shall entitle any person or entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

§ 9.7 FAILURE OF PAYMENT

If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within seven days after the date established in the Contract Documents the amount certified by the Architect or awarded by binding dispute resolution, then the Contractor may, upon seven additional days' written notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shut-down, delay and start-up, plus interest as provided for in the Contract Documents.

§ 9.8 SUBSTANTIAL COMPLETION

§ **9.8.1** Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

§ **9.8.2** When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

§ **9.8.3** Upon receipt of the Contractor's list, the Architect will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.

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§ **9.8.4** When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion, shall establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance, and shall fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. 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.

§ **9.8.5** The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in such Certificate. Upon such acceptance and consent of surety, if any, the Owner shall make payment of retainage applying to such Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

§ 9.9 PARTIAL OCCUPANCY OR USE

§ **9.9.1** The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer as required under Section 11.3.1.5 and authorized by public authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

§ **9.9.2** Immediately prior to such partial occupancy or use, the Owner, Contractor and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

§ **9.9.3** Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

§ 9.10 FINAL COMPLETION AND FINAL PAYMENT

§ **9.10.1** Upon receipt of the Contractor's written notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection and, when the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with terms and conditions of the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

§ **9.10.2** Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect and will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner, (3) a written statement that the Contractor knows of no substantial reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment and (5), if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts, releases and waivers of liens, claims, security interests or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner. If a Subcontractor refuses to furnish a release or waiver required by the Owner, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien. If such lien remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging such lien, including all costs and reasonable attorneys' fees.

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§ 9.10.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed and accepted. If the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of claims.

§ 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from

.1 liens, Claims, security interests or encumbrances arising out of the Contract and unsettled;
.2 failure of the Work to comply with the requirements of the Contract Documents; or
.3 terms of special warranties required by the Contract Documents.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor or material supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

§ 10.1 SAFETY PRECAUTIONS AND PROGRAMS

The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of the Contract.

§ 10.2 SAFETY OF PERSONS AND PROPERTY

§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury or loss to

.1 employees on the Work and other persons who may be affected thereby;
.2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody or control of the Contractor or the Contractor's Subcontractors or Sub-subcontractors; and
.3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction.

§ 10.2.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities bearing on safety of persons or property or their protection from damage, injury or loss.

§ 10.2.3 The Contractor shall erect and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying owners and users of adjacent sites and utilities.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

§ 10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections 10.2.1.2 and 10.2.1.3, except damage or loss attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Section 3.18.

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§ **10.2.6** The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Architect.

§ **10.2.7** The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or create an unsafe condition.

§ 10.2.8 INJURY OR DAMAGE TO PERSON OR PROPERTY
If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, written notice of such injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

§ 10.3 HAZARDOUS MATERIALS
§ **10.3.1** The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and report the condition to the Owner and Architect in writing.

§ **10.3.2** Upon receipt of the Contractor's written notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of such material or substance or who are to perform the task of removal or safe containment of such material or substance. The Contractor and the Architect will promptly reply to the Owner in writing stating whether or not either has reasonable objection to the persons or entities proposed by the Owner. If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Contractor. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased in the amount of the Contractor's reasonable additional costs of shut-down, delay and start-up.

§ **10.3.3** To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Contractor, Subcontractors, Architect, Architect's consultants and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work in the affected area if in fact the material or substance presents the risk of bodily injury or death as described in Section 10.3.1 and has not been rendered harmless, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss or expense is due to the fault or negligence of the party seeking indemnity.

§ **10.3.4** The Owner shall not be responsible under this Section 10.3 for materials or substances the Contractor brings to the site unless such materials or substances are required by the Contract Documents. The Owner shall be responsible for materials or substances required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances.

§ **10.3.5** The Contractor shall indemnify the Owner for the cost and expense the Owner incurs (1) for remediation of a material or substance the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

§ **10.3.6** If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, the Owner shall indemnify the Contractor for all cost and expense thereby incurred.

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§ 10.4 EMERGENCIES

In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7.

ARTICLE 11 INSURANCE AND BONDS

§ 11.1 CONTRACTOR'S LIABILITY INSURANCE

§ 11.1.1 The Contractor shall purchase from and maintain in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located such insurance as will protect the Contractor from claims set forth below which may arise out of or result from the Contractor's operations and completed operations under the Contract and for which the Contractor may be legally liable, whether such operations be by the Contractor or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- **.1** Claims under workers' compensation, disability benefit and other similar employee benefit acts that are applicable to the Work to be performed;
- **.2** Claims for damages because of bodily injury, occupational sickness or disease, or death of the Contractor's employees;
- **.3** Claims for damages because of bodily injury, sickness or disease, or death of any person other than the Contractor's employees;
- **.4** Claims for damages insured by usual personal injury liability coverage;
- **.5** Claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;
- **.6** Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;
- **.7** Claims for bodily injury or property damage arising out of completed operations; and
- **.8** Claims involving contractual liability insurance applicable to the Contractor's obligations under Section 3.18.

§ 11.1.2 The insurance required by Section 11.1.1 shall be written for not less than limits of liability specified in the Contract Documents or required by law, whichever coverage is greater. Coverages, whether written on an occurrence or claims-made basis, shall be maintained without interruption from the date of commencement of the Work until the date of final payment and termination of any coverage required to be maintained after final payment, and, with respect to the Contractor's completed operations coverage, until the expiration of the period for correction of Work or for such other period for maintenance of completed operations coverage as specified in the Contract Documents.

§ 11.1.3 Certificates of insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the Work and thereafter upon renewal or replacement of each required policy of insurance. These certificates and the insurance policies required by this Section 11.1 shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner. An additional certificate evidencing continuation of liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment as required by Section 9.10.2 and thereafter upon renewal or replacement of such coverage until the expiration of the time required by Section 11.1.2. Information concerning reduction of coverage on account of revised limits or claims paid under the General Aggregate, or both, shall be furnished by the Contractor with reasonable promptness.

§ 11.1.4 The Contractor shall cause the commercial liability coverage required by the Contract Documents to include (1) the Owner, the Architect and the Architect's Consultants as additional insureds for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's completed operations.

§ 11.2 OWNER'S LIABILITY INSURANCE

The Owner shall be responsible for purchasing and maintaining the Owner's usual liability insurance.

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§ 11.3 PROPERTY INSURANCE

§ 11.3.1 Unless otherwise provided, the Owner shall purchase and maintain, in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located, property insurance written on a builder's risk "all-risk" or equivalent policy form in the amount of the initial Contract Sum, plus value of subsequent Contract Modifications and cost of materials supplied or installed by others, comprising total value for the entire Project at the site on a replacement cost basis without optional deductibles. Such property insurance shall be maintained, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made as provided in Section 9.10 or until no person or entity other than the Owner has an insurable interest in the property required by this Section 11.3 to be covered, whichever is later. This insurance shall include interests of the Owner, the Contractor, Subcontractors and Sub-subcontractors in the Project.

§ 11.3.1.1 Property insurance shall be on an "all-risk" or equivalent policy form and shall include, without limitation, insurance against the perils of fire (with extended coverage) and physical loss or damage including, without duplication of coverage, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, falsework, testing and startup, temporary buildings and debris removal including demolition occasioned by enforcement of any applicable legal requirements, and shall cover reasonable compensation for Architect's and Contractor's services and expenses required as a result of such insured loss.

§ 11.3.1.2 If the Owner does not intend to purchase such property insurance required by the Contract and with all of the coverages in the amount described above, the Owner shall so inform the Contractor in writing prior to commencement of the Work. The Contractor may then effect insurance that will protect the interests of the Contractor, Subcontractors and Sub-subcontractors in the Work, and by appropriate Change Order the cost thereof shall be charged to the Owner. If the Contractor is damaged by the failure or neglect of the Owner to purchase or maintain insurance as described above, without so notifying the Contractor in writing, then the Owner shall bear all reasonable costs properly attributable thereto.

§ 11.3.1.3 If the property insurance requires deductibles, the Owner shall pay costs not covered because of such deductibles.

§ 11.3.1.4 This property insurance shall cover portions of the Work stored off the site, and also portions of the Work in transit.

§ 11.3.1.5 Partial occupancy or use in accordance with Section 9.9 shall not commence until the insurance company or companies providing property insurance have consented to such partial occupancy or use by endorsement or otherwise. The Owner and the Contractor shall take reasonable steps to obtain consent of the insurance company or companies and shall, without mutual written consent, take no action with respect to partial occupancy or use that would cause cancellation, lapse or reduction of insurance.

§ 11.3.2 BOILER AND MACHINERY INSURANCE

The Owner shall purchase and maintain boiler and machinery insurance required by the Contract Documents or by law, which shall specifically cover such insured objects during installation and until final acceptance by the Owner; this insurance shall include interests of the Owner, Contractor, Subcontractors and Sub-subcontractors in the Work, and the Owner and Contractor shall be named insureds.

§ 11.3.3 LOSS OF USE INSURANCE

The Owner, at the Owner's option, may purchase and maintain such insurance as will insure the Owner against loss of use of the Owner's property due to fire or other hazards, however caused. The Owner waives all rights of action against the Contractor for loss of use of the Owner's property, including consequential losses due to fire or other hazards however caused.

§ 11.3.4 If the Contractor requests in writing that insurance for risks other than those described herein or other special causes of loss be included in the property insurance policy, the Owner shall, if possible, include such insurance, and the cost thereof shall be charged to the Contractor by appropriate Change Order.

§ 11.3.5 If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment

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property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, the Owner shall waive all rights in accordance with the terms of Section 11.3.7 for damages caused by fire or other causes of loss covered by this separate property insurance. All separate policies shall provide this waiver of subrogation by endorsement or otherwise.

§ 11.3.6 Before an exposure to loss may occur, the Owner shall file with the Contractor a copy of each policy that includes insurance coverages required by this Section 11.3. Each policy shall contain all generally applicable conditions, definitions, exclusions and endorsements related to this Project. Each policy shall contain a provision that the policy will not be canceled or allowed to expire, and that its limits will not be reduced, until at least 30 days' prior written notice has been given to the Contractor.

§ 11.3.7 WAIVERS OF SUBROGATION

The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents and employees, each of the other, and (2) the Architect, Architect's consultants, separate contractors described in Article 6, if any, and any of their subcontractors, sub-subcontractors, agents and employees, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to this Section 11.3 or other property insurance applicable to the Work, except such rights as they have to proceeds of such insurance held by the Owner as fiduciary. The Owner or Contractor, as appropriate, shall require of the Architect, Architect's consultants, separate contractors described in Article 6, if any, and the subcontractors, sub-subcontractors, agents and employees of any of them, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other parties enumerated herein. The policies shall provide such waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.

§ 11.3.8 A loss insured under the Owner's property insurance shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.3.10. The Contractor shall pay Subcontractors their just shares of insurance proceeds received by the Contractor, and by appropriate agreements, written where legally required for validity, shall require Subcontractors to make payments to their Sub-subcontractors in similar manner.

§ 11.3.9 If required in writing by a party in interest, the Owner as fiduciary shall, upon occurrence of an insured loss, give bond for proper performance of the Owner's duties. The cost of required bonds shall be charged against proceeds received as fiduciary. The Owner shall deposit in a separate account proceeds so received, which the Owner shall distribute in accordance with such agreement as the parties in interest may reach, or as determined in accordance with the method of binding dispute resolution selected in the Agreement between the Owner and Contractor. If after such loss no other special agreement is made and unless the Owner terminates the Contract for convenience, replacement of damaged property shall be performed by the Contractor after notification of a Change in the Work in accordance with Article 7.

§ 11.3.10 The Owner as fiduciary shall have power to adjust and settle a loss with insurers unless one of the parties in interest shall object in writing within five days after occurrence of loss to the Owner's exercise of this power; if such objection is made, the dispute shall be resolved in the manner selected by the Owner and Contractor as the method of binding dispute resolution in the Agreement. If the Owner and Contractor have selected arbitration as the method of binding dispute resolution, the Owner as fiduciary shall make settlement with insurers or, in the case of a dispute over distribution of insurance proceeds, in accordance with the directions of the arbitrators.

§ 11.4 PERFORMANCE BOND AND PAYMENT BOND

§ 11.4.1 The Owner shall have the right to require the Contractor to furnish bonds covering faithful performance of the Contract and payment of obligations arising thereunder as stipulated in bidding requirements or specifically required in the Contract Documents on the date of execution of the Contract.

§ 11.4.2 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished.

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ARTICLE 12 UNCOVERING AND CORRECTION OF WORK

§ 12.1 UNCOVERING OF WORK

§ 12.1.1 If a portion of the Work is covered contrary to the Architect's request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Architect, be uncovered for the Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

§ 12.1.2 If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, costs of uncovering and replacement shall, by appropriate Change Order, be at the Owner's expense. If such Work is not in accordance with the Contract Documents, such costs and the cost of correction shall be at the Contractor's expense unless the condition was caused by the Owner or a separate contractor in which event the Owner shall be responsible for payment of such costs.

§ 12.2 CORRECTION OF WORK

§ 12.2.1 BEFORE OR AFTER SUBSTANTIAL COMPLETION

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, whether discovered before or after Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, shall be at the Contractor's expense.

§ 12.2.2 AFTER SUBSTANTIAL COMPLETION

§ 12.2.2.1 In addition to the Contractor's obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of an applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of written notice from the Owner to do so unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the rights to require correction by the Contractor and to make a claim for breach of warranty. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.4.

§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work.

§ 12.2.2.3 The one-year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2.

§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction, whether completed or partially completed, of the Owner or separate contractors caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents. Establishment of the one-year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

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§ 12.3 ACCEPTANCE OF NONCONFORMING WORK

If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

ARTICLE 13 MISCELLANEOUS PROVISIONS

§ 13.1 GOVERNING LAW

The Contract shall be governed by the law of the place where the Project is located except that, if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

§ 13.2 SUCCESSORS AND ASSIGNS

§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns and legal representatives to covenants, agreements and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make such an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 The Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate such assignment.

§ 13.3 WRITTEN NOTICE

Written notice shall be deemed to have been duly served if delivered in person to the individual, to a member of the firm or entity, or to an officer of the corporation for which it was intended; or if delivered at, or sent by registered or certified mail or by courier service providing proof of delivery to, the last business address known to the party giving notice.

§ 13.4 RIGHTS AND REMEDIES

§ 13.4.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights and remedies otherwise imposed or available by law.

§ 13.4.2 No action or failure to act by the Owner, Architect or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach there under, except as may be specifically agreed in writing.

§ 13.5 TESTS AND INSPECTIONS

§ 13.5.1 Tests, inspections and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections and approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections and approvals. The Contractor shall give the Architect timely notice of when and where tests and inspections are to be made so that the Architect may be present for such procedures. The Owner shall bear costs of (1) tests, inspections or approvals that do not become requirements until after bids are received or negotiations concluded, and (2) tests, inspections or approvals where building codes or applicable laws or regulations prohibit the Owner from delegating their cost to the Contractor.

§ 13.5.2 If the Architect, Owner or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection or approval not included under Section 13.5.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection or approval by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.5.3, shall be at the Owner's expense.

§ 13.5.3 If such procedures for testing, inspection or approval under Sections 13.5.1 and 13.5.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by

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such failure including those of repeated procedures and compensation for the Architect's services and expenses shall be at the Contractor's expense.

§ 13.5.4 Required certificates of testing, inspection or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.5.5 If the Architect is to observe tests, inspections or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.5.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

§ 13.6 INTEREST

Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at such rate as the parties may agree upon in writing or, in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

§ 13.7 TIME LIMITS ON CLAIMS

The Owner and Contractor shall commence all claims and causes of action, whether in contract, tort, breach of warranty or otherwise, against the other arising out of or related to the Contract in accordance with the requirements of the final dispute resolution method selected in the Agreement within the time period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Contractor waive all claims and causes of action not commenced in accordance with this Section 13.7.

ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

§ 14.1 TERMINATION BY THE CONTRACTOR

§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with the Contractor, for any of the following reasons:

- .1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;
- .2 An act of government, such as a declaration of national emergency that requires all Work to be stopped;
- .3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents; or
- .4 The Owner has failed to furnish to the Contractor promptly, upon the Contractor's request, reasonable evidence as required by Section 2.2.1.

§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with the Contractor, repeated suspensions, delays or interruptions of the entire Work by the Owner as described in Section 14.3 constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon seven days' written notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, including reasonable overhead and profit, costs incurred by reason of such termination, and damages.

§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor or a Subcontractor or their agents or employees or any other persons performing portions of the Work under contract with the Contractor because the Owner has repeatedly failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days' written notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.

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§ 14.2 TERMINATION BY THE OWNER FOR CAUSE

§ 14.2.1 The Owner may terminate the Contract if the Contractor

- .1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- .2 fails to make payment to Subcontractors for materials or labor in accordance with the respective agreements between the Contractor and the Subcontractors;
- .3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- .4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

§ 14.2.2 When any of the above reasons exist, the Owner, upon certification by the Initial Decision Maker that sufficient cause exists to justify such action, may without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' written notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

- .1 Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- .2 Accept assignment of subcontracts pursuant to Section 5.4; and
- .3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Initial Decision Maker, upon application, and this obligation for payment shall survive termination of the Contract.

§ 14.3 SUSPENSION BY THE OWNER FOR CONVENIENCE

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work in whole or in part for such period of time as the Owner may determine.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay or interruption as described in Section 14.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

- .1 that performance is, was or would have been so suspended, delayed or interrupted by another cause for which the Contractor is responsible; or
- .2 that an equitable adjustment is made or denied under another provision of the Contract.

§ 14.4 TERMINATION BY THE OWNER FOR CONVENIENCE

§ 14.4.1 The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause.

§ 14.4.2 Upon receipt of written notice from the Owner of such termination for the Owner's convenience, the Contractor shall

- .1 cease operations as directed by the Owner in the notice;
- .2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and
- .3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

§ 14.4.3 In case of such termination for the Owner's convenience, the Contractor shall be entitled to receive payment for Work executed, and costs incurred by reason of such termination, along with reasonable overhead and profit on the Work not executed.

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ARTICLE 15 CLAIMS AND DISPUTES

§ 15.1 CLAIMS

§ 15.1.1 DEFINITION

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim.

§ 15.1.2 NOTICE OF CLAIMS

Claims by either the Owner or Contractor must be initiated by written notice to the other party and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker. Claims by either party must be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

§ 15.1.3 CONTINUING CONTRACT PERFORMANCE

Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents. The Architect will prepare Change Orders and issue Certificates for Payment in accordance with the decisions of the Initial Decision Maker.

§ 15.1.4 CLAIMS FOR ADDITIONAL COST

If the Contractor wishes to make a Claim for an increase in the Contract Sum, written notice as provided herein shall be given before proceeding to execute the Work. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

§ 15.1.5 CLAIMS FOR ADDITIONAL TIME

§ 15.1.5.1 If the Contractor wishes to make a Claim for an increase in the Contract Time, written notice as provided herein shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary.

§ 15.1.5.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated and had an adverse effect on the scheduled construction.

§ 15.1.6 CLAIMS FOR CONSEQUENTIAL DAMAGES

The Contractor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

- .1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
- .2 damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.6 shall be deemed to preclude an award of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

§ 15.2 INITIAL DECISION

§ 15.2.1 Claims, excluding those arising under Sections 10.3, 10.4, 11.3.9, and 11.3.10, shall be referred to the Initial Decision Maker for initial decision. The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, an initial decision shall be required as a condition precedent to mediation of any Claim arising prior to the date final payment is due, unless 30 days have passed after the Claim has been referred to the Initial Decision Maker with no decision having been rendered. Unless the Initial Decision Maker and all affected parties agree, the Initial Decision Maker will not decide disputes between the Contractor and persons or entities other than the Owner.

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§ **15.2.2** The Initial Decision Maker will review Claims and within ten days of the receipt of a Claim take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) reject the Claim in whole or in part, (3) approve the Claim, (4) suggest a compromise, or (5) advise the parties that the Initial Decision Maker is unable to resolve the Claim if the Initial Decision Maker lacks sufficient information to evaluate the merits of the Claim or if the Initial Decision Maker concludes that, in the Initial Decision Maker's sole discretion, it would be inappropriate for the Initial Decision Maker to resolve the Claim.

§ **15.2.3** In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner's expense.

§ **15.2.4** If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of such request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will either reject or approve the Claim in whole or in part.

§ **15.2.5** The Initial Decision Maker will render an initial decision approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The initial decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution.

§ **15.2.6** Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.

§ **15.2.6.1** Either party may, within 30 days from the date of an initial decision, demand in writing that the other party file for mediation within 60 days of the initial decision. If such a demand is made and the party receiving the demand fails to file for mediation within the time required, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.

§ **15.2.7** In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.

§ **15.2.8** If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

§ 15.3 MEDIATION

§ **15.3.1** Claims, disputes, or other matters in controversy arising out of or related to the Contract except those waived as provided for in Sections 9.10.4, 9.10.5, and 15.1.6 shall be subject to mediation as a condition precedent to binding dispute resolution.

§ **15.3.2** The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section 15.3.2, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

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§ 15.3.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 15.4 ARBITRATION

§ 15.4.1 If the parties have selected arbitration as the method for binding dispute resolution in the Agreement, any Claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.

§ 15.4.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.

§ 15.4.2 The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 15.4.3 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

§ 15.4.4 CONSOLIDATION OR JOINDER

§ 15.4.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 15.4.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 15.4.4.3 The Owner and Contractor grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Contractor under this Agreement.

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SECTION 008000: SUPPLEMENTARY GENERAL CONDITIONS

PART 1 - GENERAL

1.1 DESCRIPTION

A. Copy of the Supplementary General Conditions is bound herein.

PART 2 PRODUCTS

NOT USED

PART 3 - EXECUTION

NOT USED

END OF SECTION

SECTION 008000: SUPPLEMENTARY GENERAL CONDITIONS

The following supplementary conditions modify "General Conditions of the Contract for Construction, AIA Document A201, 2007 Edition. When a portion of the General Conditions is modified or deleted by these Supplementary Conditions, the unaltered portions of the General Conditions shall remain in effect.

ARTICLE 1 - GENERAL PROVISIONS

1.1 BASIC DEFINITIONS

Add the following to the end of subparagraph 1.1.1:

"The Contract Documents executed in accordance with subparagraph 1.5.1 shall prevail in case of an inconsistency with subsequent versions made through manipulable electronic operations involving computers."

Add the following to the General Conditions Basic Definitions:

1.1.9 The words - 'as directed,' 'as permitted,' 'as required,' or words of like effect, shall mean that the direction, permission or requirement of the Engineer is intended; and similarly, the words 'approved,' 'acceptable,' 'satisfactory,' or words of like import, shall mean approved by, or acceptable or satisfactory to the Engineer unless otherwise provided herein. The words 'necessary', 'suitable', 'equal', or words of the like import, shall mean necessary or equal in the opinion of the Engineer.

1.2 CORRELATION AND INTENT OF THE CONTRACT DOCUMENTS

1.2.1 At the end of the last sentence in last line delete "indicated" and insert "intended".

Add the following subparagraphs:

1.2.4 "Whenever a material, article or piece of equipment is referred to in the singular number in the Contract Documents, it shall be the same as referring to it in the plural. As manufactured, such materials, articles, or pieces of equipment shall be provided as required to complete the Work."

1.2.5 "Should the Drawings, Specifications or schedules disagree in themselves or with either or both of the others, the better quality or greater quantity of work or materials shall be estimated upon and unless otherwise directed in writing by the Engineer shall be performed and provided."

1.2.6 "In case of disagreement, discrepancies or contradiction between any parts of the Contract Documents or within any part of the Contract Documents, only the Engineer may interpret the intent and requirements of the Documents and decision shall be final and no additional cost will be allowed in the account if the matter is brought to the Engineer attention after 7 days prior to the receipt of the Bids, the matter will be clarified by Bulletin Addenda."

1.2.7 "Where documents duplicate the same Work or materials under more than one contract or subcontract, such duplication shall be settled by the Engineer in writing upon request of a

Contractor concerned BEFORE proposals are submitted. Any such duplications which may exist in Documents after proposals are submitted will be interpreted by the Engineer as having duplicate values in the several contract or subcontracts and proper credit to the Owner, therefore shall be made by the Contractors as the Engineer shall designate."

1.2.8 "Where reference is made to a text, standard, federal specification, manufacturer's directions, or to other publication, the latest publication published prior to the date of issuance of the Drawings shall apply, unless identified in the specification by a specific publication date."

1.2.9 "Locations, sizes, and depth of existing services (i.e., manholes, utilities, etc.) as indicated are based on records made available by the utility companies and field surveys and/or the authorities having jurisdiction. Under the work of each applicable section, examine the premises and verify visible, existing conditions prior to proposal submission and the starting of work."

1.2.10 "Drawing indication of items are generally diagrammatic. Connection and anchorage of materials, interconnection of equipment and accessories necessary to any system operation not otherwise detailed or specified shall be selected under the work of each section, subject to Engineer's approval, to suit the requirements of the items."

1.2.11 "Adhere to dimensions which may differ from scale measurements. In the absence of dimensions, or in case of doubt as to the proper measurement, consult the Engineer. Actual field dimensions where applicable shall be verified in the field prior to proceeding."

1.2.12 "Wherever in the Specifications there appears a reference to a "contractor" or the "Subcontractor", or a reference to a Contractor, installer or supplier of a particular trade, or for a particular type of Work, such reference, regardless of the language thereof, shall be deemed a reference to the Contractor. It shall not be construed as relieving the Contractor from the duty to perform all of the Work and other obligations provided for under this Contract."

1.2.13 "Sections of Division 01 - General Requirements" govern by execution of the work of all sections of the specifications.

ARTICLE 2 - OWNER

2.2 INFORMATION AND SERVICES REQUIRED OF THE OWNER

Add the following after subparagraph 2.2.2

"The Contractor shall verify the location of all utilities before starting work, which shall include contacting "Miss Utility of Delmarva" and local utility companies, 1-800-441-8355."

Delete subparagraph 2.2.5 and substitute the following:

2.2.5 The Contractor will be furnished, free of charge three (3) copies of Contract Drawings and Project Manuals. Additional sets will be furnished at the cost of reproduction, postage, and handling.

ARTICLE 3 - CONTRACTOR

3.5 WARRANTY

Add the following:

3.5.1 The warranty provided in paragraph 3.5 shall be concurrent with and not limited of any other warranty required by the Contact Documents. The Contractor shall repair or replace those products found not to be in compliance with the warranty terms during the period of two (2) years after the date of substantial completion.

3.7 PERMITS, FEES, NOTICES, AND COMPLIANCE WITH LAWS

Add the following:

3.7.1.1. "The Owner shall secure and pay for the building permit. The Contractor shall secure and pay for all other permits including but not limited to electrical, boiler inspector, and plumbing permits."

3.9 SUPERINTENDENT

After subparagraph 3.9.3 add the following:

3.9.4 "The Superintendent shall be satisfactory to the Engineer and Owner and upon request shall furnish them within seven (7) days his/her qualifications to supervise the project. The Superintendent shall not be changed except with the consent of the Owner, unless he proves to be unsatisfactory to the contractor and ceases to be in his employment."

3.13 USE OF SITE

Add the following:

3.1.2 The Contractor shall be responsible for the security of all parts of the work not accepted by the Owner, until such time as the Owner accepts said parts of the work.

3.15 CLEANING UP

Add the following to subparagraph 3.15.1:

3.15.1 The Contractor shall, on a daily basis, police and clean the site and surrounding areas of the project of his materials, rubbish, tools, construction equipment, machinery or any materials to be stored thereon, either temporarily or permanently.

ARTICLE 4 - ADMINISTRATION OF THE CONTRACT

4.1 ARCHITECT

Delete paragraph 4.1.3 in its entirety.

ARTICLE 7 - CHANGES IN THE WORK

7.3 CONSTRUCTION CHANGE DIRECTIVES

7.3.7 In the first sentence, delete the words "reasonable expenditures and savings" and substitute "an allowance for overhead and profit in accordance with subparagraph 7.3.11".

Add the following subparagraph 7.3.11:

7.3.11 "In subparagraph 7.3.6, the allowance for the combined overhead and profit included in the total cost to the Owner shall be based on the following schedule:

1. For the Contractor, for Work performed by the Contractor's own forces, the combined overhead and profit shall be based on the following schedule:

Value of Work	Combined Overhead & Profit
$ 0 - $ 1,000	18 percent
$ 1,0001 - $ 5,000	17 percent
$ 5,0001 - $10,000	15 percent
$10,001 - $25,000	12 percent

2. For the Contractor, for Work performed by the Contractor's Subcontractor, the overhead and profit allowance shall be 8 (eight) percent of the amount due the Subcontractor.

3. For each Subcontractor involved, for Work performed by that Subcontractor's own forces, the combined overhead and profit allowance shall be based on the same schedule indicated in 7.3.10.1

4. Cost to which overhead and profit is to be applied shall be determined in accordance with Subparagraph 7.3.6.

5. In order to facilitate checking quotations for extras or credits, all proposals, except those so minor that their propriety can be seen by inspection, shall be accompanied by a complete itemization of costs, including labor, materials and Subcontractors. Labor and materials shall be itemized in the manner described above. Where major cost items are Subcontractors, they shall be itemized also. In no case will a change be approved without such itemization."

6. When preparing a Construction Change Directive, please use AIA G714 Construction Change Directive (Form AIA G714 is enclosed at end of Division 01, Section *Contract Modification Procedures*).

ARTICLE 8- TIME

8.2 PROGRESS AND COMPLETION

Add the following Subparagraph to 8.2

8.2.4 "Should the progress of the Work be delayed by fault, neglect, act, or omission of the Contractor or by person or firm employed by him, the Contractor shall, at his own cost and expense, work such overtime as may be necessary to make up for time lost and to avoid delay in completion of the Work. If, in the opinion of the Engineer and Owner, the progress of the Work is unsatisfactory, overtime Work will be demanded and the Contractor shall institute overtime Work to meet the Construction Schedule at no additional cost to the Owner."

ARTICLE 9 - PAYMENTS AND COMPLETION

9.2 SCHEDULE OF VALUES

Add the following subparagraph 9.2

9.2.1 The Contractor's Schedule of Values data shall be submitted within fourteen (14) days after the award of Contract.

9.3 APPLICATIONS FOR PAYMENT

After subparagraph 9.3.3., add the following:

9.3.4 "On or about the thirtieth (30th) day after receipt of the Contractor's monthly request for payment from the Engineer, the Owner shall make payment on account of the contract as follows: Ninety percent (90%) of the value of the work completed up to the first (1st) day of that month, based upon the Contractor's estimate of labor and materials or equipment delivered and suitably stored at the site thereof up to the first (1st) day of that month, as approved by the Project Engineer and the Owner's Representative less the aggregate of any previous payments."

9.3.5 "Each request for payment shall be prepared on AIA Documents G702 and G703, 1992 edition, by the Contractor (copy enclosed). Present the original and three (3) copies (total of four) for joint review and action by the Engineer. The Engineer will deliver the original and two (2) copies to the Owner for processing. Owner will process payment upon approval by Newcastle County Vocational School District. Contractor to allow up to thirty (30) days after the Newcastle County Vocational School District approval for issuance of payment." (A copy of G702 and G703 are enclosed at the end of Division 01, Section *Payment Procedures*.)

9.3.6 "At the time the General contractor is preparing each monthly requisition, it will be required that, upon completion of his rough pencil draft covering payment request, and prior to preparation the final draft, the rough draft will be reviewed by the Engineer and the General Contractor. Agreement shall be reached among these prior to the final draft of the requisition being forwarded to the Engineer for subsequent transmittal to the Owner for payment. It shall carry the notarized signature of the General Contractor and the Signature of the Engineer. Notarization is required by a notary public commissioned in the State of Delaware."

9.3.7 "When "Application for Payment" includes material or equipment stored off-site, the application shall be accompanied with a certified statement including:

a) Description of item.
b) Bills of sale.
c) Location of storage and security thereof.
d) Indication that the item is currently covered by all contractual requirements, including Liability and Fire Insurance made out in the name of the Owner.
e) Indication that the material or equipment or any part thereof will not be installed in any other project construction other than work under this contract.
f) All items must be clearly marked, labeled or tagged for identification.
g) Available to the Owner and Engineer for inspection."

9.3.8 "When the "Application for Payment" includes materials or equipment delivered and suitably stored at the site but not incorporated in the work, the Engineer may require the Contractor to submit bills of sale to establish the Owner's title to such material and adequately protect the Owner's interest. Payments for stored materials should not exceed seventy-five (75%) percent of actual value."

9.3.9 "All requisitions shall have Contractor's Certification on the Application for Payment form modified to read, "I certify that the above is a true statement of the status of the work and of the accounts; that work and material conform with the Contract and duly authorized charges; that all just and lawful bills against the undersigned and his Subcontractors for labor, materials and equipment required by the Contract have been paid in full through prior certificates." This certification is required to be duly notarized."

9.3.10 "When the Engineer and Owner agree that the project is substantially complete, is on schedule and it appears that there are not complicating problems in completing the job, the retainage may be reduced to five percent (5%) at the Owner's discretion."

9.3.11 "The Owner will require a release of liens from each Subcontractor and supplier covering work for which each progress payment is made."

9.3.13 "Upon request, when the Engineer and Owner agree that the building is ready for final inspection (preparation of the final punch list), and at the Owner's discretion, retainage may be further reduced or adjusted to the value of the remaining work, whichever is greater, if the project retainage has not already been reduced."

9.10 FINAL COMPLETION AND FINAL PAYMENT

After paragraph 9.10.5, add the following:

9.10.6 "The final payment to the Contractor does not become due until all requirements covered under Division 01, Project Closeout, have been certified by the Engineer."

9.10.7 "Release of liens shall be required of the Contractor, each Subcontractor and each material supplier prior to the final payment of any part of the retained percentage becoming due. Execute and forward with all releases of liens on the "Contractor's Affidavit of Release of Liens and Payment of Debts and Claims, AIA Form G-706, in duplicate. Forward with release of liens, two copies of AIA Form G-707, "Consent of Surety Company to Final Payment' properly executed and attested." (Forms AIA Form G-706 and G-707 are enclosed at the end of Division 01, Section *Payment Procedures*.)

9.10.8 "The Contractor's guarantee responsibility period commences upon the date of issuance of the Engineer's Certificate of Final Completion."

9.10.9 "The Owner shall deduct from the General Contractor's contract all hourly billings made by the Engineer for services required after the date of Substantial Completion <u>to Determine Final Completion</u> other than for <u>two</u> on-site punch list reviews."

ARTICLE 10 - PROTECTION OF PERSONS AND PROPERTY

10.2 SAFETY OF PERSONS AND PROPERTY

Add the following to subparagraph 10.2.6:

"This person, or approved alternate person, shall be on-site at all times while personnel for whom they are responsible are on-site. This person will be fully responsible for implementing and enforcing a program amongst his company's employees, that ensure their safety and the safety of other affected by their work, and that is in full compliance with the governing agencies including the Occupational Safety and Health Administration."

ARTICLE 11 -INSURANCE AND BONDS

After paragraph 11.1.3 add the following:

11.1.3.1 The Contractor shall obtain and continue in force, during the term of the contract, all insurance specified below. Each insurance policy shall not be canceled or changed without sixty (60) days' prior written notice by registered mail, given by the insurance carrier to Newcastle County Vocational School District. The Contractor shall deposit with Newcastle County Vocational School District certificates evidencing the insurance it is to provide as follows:

.1 Worker's Compensation and Occupational Disease Disability Insurance as required by the laws of the State of Delaware.

.2 Employer's liability insurance in the amount of $1,000,000 for each accident.

.3 Comprehensive automobile liability insurance for vehicles furnished by the Contractor with a combined single limit of $5,000,000 for each occurrence.

.4 Comprehensive general liability insurance with a combined limit of $5,000.00 per occurrence.

.5 Builder's Risk Insurance for the value of the project.

11.1.3.2 The Contractor shall cause the aforesaid insurance policies to be duly and properly endorsed by insurance underwriters as follows:

.1 To provide that Newcastle County Vocational School District is endorsed as an additional insured to the Contractor on liability coverage for work performed by the Contractor.

.2 To provide that said insurance shall be primary in all instances with respect to work performed by the Contractor for Newcastle County Vocational School District**.**

.3 To provide contractual liability coverage for liability assumed under the terms of the contract.

.4 To provide sixty (60) days’ prior written notice of cancellation or change in coverage.

11.4 PERFORMANCE BOND AND PAYMENT BOND

Add the following after 11.4.1

A copy of AIA Document 312 Performance Bond and Payment Bond are enclosed at the end of this Section.

Add the following after subparagraph 11.4.2:

11.4.3 "The Contractor shall furnish bonds covering faithful performance of the Contract and payment of obligations arising thereunder. Bonds may be obtained through the Contractors usual source and the cost thereof shall be included in the Contract Sum. The

amount of each bond shall be equal to 100 percent of the Contract Sum."

11.4.4 "The Contractor shall deliver the required bonds to the Owner concurrently with date the Agreement is entered into, or if the Work is to be commenced prior thereto in response to a letter of intent, the Contractor shall, prior to the commencement of the Work, submit evidence satisfactory to the Owner that such bonds will be furnished."

11.4.5 "The Contractor shall require the attorney-in-fact, who executes the required bonds on behalf of the surety, to affix a certified and current copy of the power of attorney to each of the bonds."

ARTICLE 15 - CLAIMS AND DISPUTES

15.1.5 Claims for Additional Time
At the end of subparagraph 15.1.5.2 add the following:

"In no case shall any weather claims for contract time extension be honored and neither shall they be construed to add changes for Contractor's overhead and project administration. Approved contract time extension for weather, based upon National Weather Service data for extreme weather beyond a five (5) year normal, will be acknowledged and may be accounted for in reducing liquidated damages only."

15.3 MEDIATION

Delete Article 15.3 MEDIATION in its entirety.

15.4 ARBITRATION

Delete Article 15.4 ARBITRATION in its entirely.

Add the following ARTICLE 16 - LIQUIDATED DAMAGES:

ARTICLE 16 - LIQUIDATED DAMAGES

16.1 "It is expressly understood and agreed by and between the Contractor and the Owner that the Contract time stipulated in the bid form is a reasonable time for completion of the work, taking into consideration the average climatic range and the usual conditions prevailing in the locality of the project. Time is an essential element of the contract and it is important that the work be vigorously prosecuted and conform to the scheduled start and finish dates of the Construction Documents."

16.2 "The Contractor agrees that he can and will substantially complete the total projects work in accordance with the Contract Documents within the stated Contract Time."

16.3 "The Owner and Contractor agree that due to the uniqueness of this contract and the fact that the Owner is a private agency and the relevant factors, damages resulting from failure of the Contractor to perform the contract within the time specified therefore will result in damages to the Owner which shall be difficult, if not impossible, to ascertain; therefore, the provision for damages herein specified shall be applied in the event of such a default. The Owner and the Contractor, both of whom are, by their own admissions, sophisticated business entities with prior experience in dealing with construction contracts, stipulate that damages shall be the sum of $500.00 for each day that the work shall remain uncompleted beyond the time(s) specified elsewhere in the contract,

provided, however, that due account shall be taken of any adjustment of specified completion time(s) for completion of work as granted by approved change orders."

16.4 "The Contractor, by the execution of the contact document, does hereby irrevocably constitute, designate and appoint the Owner to be his agent for the limited but express purpose of deducting on a daily basis the liquidated damages as above determined from the balance of the contract funds in the hands of the Owner and due to the Contractor, and the failure of the Owner to deduct such sum for any day or any combination of days, whether consecutive or not, shall not operates as a waiver of such liquidated damages for that period, and such damages for such day or days shall be cumulative and may be subsequently deducted by the Owner from such sums as may be due the Contractor, but work performed. In the event that the amounts due the Contractor are less than the amount of such damages, the Contractor, shall be liable to the Owner for the difference."

16.5 "The power granted by the Contractor to the Owner above is a power coupled with an interest and is irrevocable."

END OF SECTION

STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET

PAYMENT BOND

Bond Number: _____

KNOW ALL PERSONS BY THESE PRESENTS, that we, _____, as principal ("**Principal**"), and _____, a _____ corporation, legally authorized to do business in the State of Delaware, as surety ("**Surety**"), are held and firmly bound unto the _____ ("**Owner**") (***insert State agency name***), in the amount of _____ ($_____), to be paid to **Owner**, for which payment well and truly to be made, we do bind ourselves, our and each and every of our heirs, executors, administrations, successors and assigns, jointly and severally, for and in the whole firmly by these presents.

Sealed with our seals and dated this _____ day of_____, 20__.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH, that if **Principal**, who has been awarded by **Owner** that certain contract known as Contract No. _____dated the _____ day of _____, 20__ (the "Contract"), which Contract is incorporated herein by reference, shall well and truly pay all and every person furnishing materials or performing labor or service in and about the performance of the work under the Contract, all and every sums of money due him, her, them or any of them, for all such materials, labor and service for which **Principal** is liable, shall make good and reimburse **Owner** sufficient funds to pay such costs in the completion of the Contract as **Owner** may sustain by reason of any failure or default on the part of **Principal**, and shall also indemnify and save harmless **Owner** from all costs, damages and expenses arising out of or by reason of the performance of the Contract and for as long as provided by the Contract; then this obligation shall be void, otherwise to be and remain in full force and effect.

Surety, for value received, for itself and its successors and assigns, hereby stipulates and agrees that the obligation of **Surety** and its bond shall be in no way impaired or affected by any extension of time, modification, omission, addition or change in or to the Contract or the work to be performed thereunder, or by any payment thereunder before the time required therein, or by any waiver of any provisions thereof, or by any assignment, subletting or other transfer thereof or of any work to be performed or any monies due or to become due thereunder; and **Surety** hereby waives notice of any and all such extensions, modifications, omissions, additions, changes, payments, waivers, assignments, subcontracts and transfers and hereby expressly stipulates and agrees that any and all things done and omitted to be done by and in relation to assignees, subcontractors, and other transferees shall have the same effect as to **Surety** as though done or omitted to be done by or in relation to **Principal**.

Surety hereby stipulates and agrees that no modifications, omission or additions in or to the terms of the Contract shall in any way whatsoever affect the obligation of **Surety** and its bond.

Any proceeding, legal or equitable, under this Bond may be brought in any court of competent jurisdiction in the State of Delaware. Notices to **Surety** or Contractor may be mailed or delivered to them at their respective addresses shown below.

IN WITNESS WHEREOF, **Principal** and **Surety** have hereunto set their hand and seals, and such of them as are corporations have caused their corporate seal to be hereto affixed and these presents to be signed by their duly authorized officers, the day and year first above written.

PRINCIPAL

Name: _____

Witness or Attest: Address: _____

_____ By: _____(SEAL)
Name: Name:
Title:

(Corporate Seal)

SURETY

Name: _____

Witness or Attest: Address: _____

_____ By: _____(SEAL)
Name: Name:
Title:

(Corporate Seal)

STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET

PERFORMANCE BOND

Bond Number: _____

KNOW ALL PERSONS BY THESE PRESENTS, that we, _____, as principal ("**Principal**"), and _____, a _____ corporation, legally authorized to do business in the State of Delaware, as surety ("**Surety**"), are held and firmly bound unto the _____ ("**Owner**") (***insert State agency name***), in the amount of _____ ($_____), to be paid to **Owner**, for which payment well and truly to be made, we do bind ourselves, our and each and every of our heirs, executors, administrations, successors and assigns, jointly and severally, for and in the whole, firmly by these presents.

Sealed with our seals and dated this _____ day of _____, 20__.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH, that if **Principal**, who has been awarded by **Owner** that certain contract known as Contract No. _____ dated the _____ day of _____, 20__ (the "Contract"), which Contract is incorporated herein by reference, shall well and truly provide and furnish all materials, appliances and tools and perform all the work required under and pursuant to the terms and conditions of the Contract and the Contract Documents (as defined in the Contract) or any changes or modifications thereto made as therein provided, shall make good and reimburse **Owner** sufficient funds to pay the costs of completing the Contract that **Owner** may sustain by reason of any failure or default on the part of **Principal**, and shall also indemnify and save harmless **Owner** from all costs, damages and expenses arising out of or by reason of the performance of the Contract and for as long as provided by the Contract; then this obligation shall be void, otherwise to be and remain in full force and effect.

Surety, for value received, hereby stipulates and agrees, if requested to do so by **Owner**, to fully perform and complete the work to be performed under the Contract pursuant to the terms, conditions and covenants thereof, if for any cause **Principal** fails or neglects to so fully perform and complete such work.

Surety, for value received, for itself and its successors and assigns, hereby stipulates and agrees that the obligation of **Surety** and its bond shall be in no way impaired or affected by any extension of time, modification, omission, addition or change in or to the Contract or the work to be performed thereunder, or by any payment thereunder before the time required therein, or by any waiver of any provisions thereof, or by any assignment, subletting or other transfer thereof or of any work to be performed or any monies due or to become due thereunder; and **Surety** hereby waives notice of any and all such extensions, modifications, omissions, additions, changes, payments, waivers, assignments, subcontracts and transfers and hereby expressly stipulates and agrees that any and all things done and omitted to be done by and in relation to assignees, subcontractors, and other

transferees shall have the same effect as to **Surety** as though done or omitted to be done by or in relation to **Principal**.

Surety hereby stipulates and agrees that no modifications, omissions or additions in or to the terms of the Contract shall in any way whatsoever affect the obligation of **Surety** and its bond.

Any proceeding, legal or equitable, under this Bond may be brought in any court of competent jurisdiction in the State of Delaware. Notices to **Surety** or Contractor may be mailed or delivered to them at their respective addresses shown below.

IN WITNESS WHEREOF, **Principal** and **Surety** have hereunto set their hand and seals, and such of them as are corporations have caused their corporate seal to be hereto affixed and these presents to be signed by their duly authorized officers, the day and year first above written.

PRINCIPAL

Name: _____

Witness or Attest: Address: _____

_____ By: _____(SEAL)
Name: Name:
Title:

(Corporate Seal)

SURETY

Name: _____

Witness or Attest: Address: _____

_____ By: _____ (SEAL)
Name: Name:
Title:

(Corporate Seal)

SECTION 009100: PREVAILING WAGES

PART 1 GENERAL

1.1 DESCRIPTION

A. Copy of the State of Delaware Prevailing Wages for Building Construction

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

NOT USED

END OF SECTION

STATE OF DELAWARE
DEPARTMENT OF LABOR
DIVISION OF INDUSTRIAL AFFAIRS
OFFICE OF LABOR LAW ENFORCEMENT
PHONE: (302) 451-3423

Mailing Address:
225 CORPORATE BOULEVARD
SUITE 104
NEWARK, DE 19702

Located at:
225 CORPORATE BOULEVARD
SUITE 104
NEWARK, DE 19702

PREVAILING WAGES FOR BUILDING CONSTRUCTION EFFECTIVE MARCH 15, 2013

CLASSIFICATION	NEW CASTLE	KENT	SUSSEX
ASBESTOS WORKERS	21.87	26.94	39.20
BOILERMAKERS	65.47	33.22	48.83
BRICKLAYERS	46.83	46.83	46.83
CARPENTERS	50.06	50.06	39.82
CEMENT FINISHERS	27.61	29.11	21.20
ELECTRICAL LINE WORKERS	43.49	37.29	28.44
ELECTRICIANS	60.60	60.60	60.60
ELEVATOR CONSTRUCTORS	75.33	40.93	30.55
GLAZIERS	64.10	64.10	54.20
INSULATORS	51.48	51.48	51.48
IRON WORKERS	59.12	59.12	59.12
LABORERS	38.30	38.30	38.30
MILLWRIGHTS	62.18	62.18	48.75
PAINTERS	42.02	42.02	42.02
PILEDRIVERS	67.87	37.64	30.45
PLASTERERS	28.55	28.55	17.50
PLUMBERS/PIPEFITTERS/STEAMFITTERS	59.00	49.26	46.28
POWER EQUIPMENT OPERATORS	57.06	57.06	24.13
ROOFERS-COMPOSITION	21.77	17.96	19.34
ROOFERS-SHINGLE/SLATE/TILE	17.59	17.50	16.45
SHEET METAL WORKERS	62.74	62.74	62.74
SOFT FLOOR LAYERS	45.97	45.97	45.97
SPRINKLER FITTERS	51.75	51.75	51.75
TERRAZZO/MARBLE/TILE FNRS	51.41	51.41	45.45
TERRAZZO/MARBLE/TILE STRS	59.03	59.03	52.63
TRUCK DRIVERS	26.58	23.89	20.03

CERTIFIED: 1/30/14 BY: _____
ADMINISTRATOR, OFFICE OF LABOR LAW ENFORCEMENT

NOTE: THESE RATES ARE PROMULGATED AND ENFORCED PURSUANT TO THE PREVAILING WAGE REGULATIONS ADOPTED BY THE DEPARTMENT OF LABOR ON APRIL 3, 1992.

CLASSIFICATIONS OF WORKERS ARE DETERMINED BY THE DEPARTMENT OF LABOR. FOR ASSISTANCE IN CLASSIFYING WORKERS, OR FOR A COPY OF THE REGULATIONS OR CLASSIFICATIONS, PHONE (302) 451-3423.

NON-REGISTERED APPRENTICES MUST BE PAID THE MECHANIC'S RATE.

PROJECT: Hodgson VoTech High School - Boiler Burner Replacement, New Castle County

Received Time Jan. 31. 2014 7:35AM No. 8480

SECTION 011000 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes:

1. Project information.
2. Work covered by Contract Documents.
3. Phased construction.
4. Work by Owner.
5. Work under separate contracts.
6. Future work.
7. Purchase contracts.
8. Owner-furnished products.
9. Contractor-furnished, Owner-installed products.
10. Access to site.
11. Coordination with occupants.
12. Work restrictions.
13. Specification and drawing conventions.

B. Related Section:

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

1.3 PROJECT INFORMATION

A. Project Identification: Hodgson VoTech HS Boiler Burner Replacement.

1. Project Location: 2575 Glasgow Avenue, Newark, Delaware 19702.

B. Owner: New Castle County Vocational School District.

1. Owner's Representative: Paul Ignudo, 1417 Newport Road, Wilmington, Delaware 19804; 302-683-3647, paul.ignudo@nccvt.k12.de.us .

C. Engineer: Gipe Associates, 8719 Brooks Drive, Easton, Maryland 21601, 410-822-8688, dhoffman@gipe.net.

1.4 WORK COVERED BY CONTRACT DOCUMENTS

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

1. The replacement of the existing boiler burners, controls, piping accessories, and supporting mechanical/electrical work for two (2) boilers.

B. Type of Contract

1. Project will be constructed under a single prime contract.

1.5 ACCESS TO SITE

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

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

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

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

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

D. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weathertight condition throughout construction period. Repair damage caused by construction operations.

1.6 COORDINATION WITH OCCUPANTS

A. Full Owner Occupancy: Owner will occupy site and existing building(s) during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits unless otherwise indicated.

1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and approval of authorities having jurisdiction.
2. Notify the Owner not less than 72 hours in advance of activities that will affect Owner's operations.

1.7 WORK RESTRICTIONS

A. Work Restrictions, General: Comply with restrictions on construction operations.

1. Comply with limitations on use of public streets and other requirements of authorities having jurisdiction.

B. On-Site Work Hours: Limit work in the existing building to normal business working hours of 7:00 a.m. to 4:00 p.m., Monday through Friday, except as otherwise indicated.

1. Weekend Hours: As approved by Owner.
2. Early Morning Hours: As approved by Owner.
3. Hours for Utility Shutdowns: As approved by Owner.
4. Hours for Core Drilling: As approved by Owner.

C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:

1. Notify Owner not less than five days in advance of proposed utility interruptions.
2. Obtain Owner's written permission before proceeding with utility interruptions.

D. Noise, Vibration, and Odors: Coordinate operations that may result in high levels of noise and vibration, odors, or other disruption to Owner occupancy with Owner.

1. Notify Owner not less than five days in advance of proposed disruptive operations.
2. Obtain Owner's written permission before proceeding with disruptive operations.

E. Nonsmoking Building: Smoking is not permitted within the building or within 25 feet (8 m) of entrances, operable windows, or outdoor air intakes.

F. Controlled Substances: Use of tobacco products and other controlled substances within the existing building or on the Project site is not permitted.

G. Employee Identification: Provide identification tags for Contractor personnel working on the Project site. Require personnel to utilize identification tags at all times.

1.8 SPECIFICATION AND DRAWING CONVENTIONS

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

1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.

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

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

1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.
2. Abbreviations: Materials and products are identified by abbreviations scheduled on Drawings.
3. Keynoting: Materials and products are identified by reference keynotes referencing Specification Section numbers found in this Project Manual.

1.9 MISCELLANEOUS PROVISIONS

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01100

SECTION 011400 - WORK RESTRICTIONS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 USE OF PREMISES

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

1. Limits: Confine constructions operations to pump room.
2. Owner Occupancy: Allow for Owner occupancy of site.
3. Driveways and Entrances: Keep driveways and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.

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

B. Use of Existing Building: Maintain existing building in a weathertight condition throughout construction period. Repair damage caused by construction operations. Protect building and its occupants during construction period.

1.3 OCCUPANCY REQUIREMENTS

A. Full Owner Occupancy: Owner will occupy site and existing building during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's operations.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011400

SECTION 012300 - ALTERNATES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for alternates.

1.3 DEFINITIONS

A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the Bidding Requirements that may be added to or deducted from the base bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.

1. Alternates described in this Section are part of the Work only if enumerated in the Agreement.
2. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.

1.4 PROCEDURES

A. Coordination: Modify or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.

1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.

B. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated modifications to alternates.

C. Execute accepted alternates under the same conditions as other work of the Contract.

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

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

A. Alternate No. 1: Boiler Burner #1 Replacement.

1. Base Bid: The existing Boiler Burner #1 and associated gas piping /fuel oil piping shall remain. New hot water piping, lead/lag control of Boiler #1and automatic temperature control interlocks shall be included in the base bid.
2. Alternate: The existing Boiler Burner #1 shall be removed and be replaced with a new boiler burner, new gas piping, and new fuel oil piping as indicated on the Contract Drawings.

B. Alternate No. 2: Preferred Utilities as the Boiler Burner manufacturer.

1. Base Bid: Provide new boiler burners by any listed manufacturer in Division 23.
2. Alternate: Provide the additional cost (if any) associated with only utilizing Preferred Utilities for the boiler burners. If Preferred Utilities is the lowest cost boiler burner manufacturer then the amount indicated on the bid form for this alternate shall be zero (0) dollars.

C. Alternate No. 3: Superior Burner as the Boiler Burner manufacturer.

1. Base Bid: Provide new boiler burners by any listed manufacturer in Division 23.
2. Alternate: Provide the additional cost (if any) associated with only utilizing Superior Burner for the boiler burners. If Superior Burner is the lowest cost boiler burner manufacturer then the amount indicated on the bid form for this alternate shall be zero (0) dollars.

D. Alternate No. 4: Modern Controls as the ATC system installer/vendor.

1. Base Bid: Provide new ATC system by any listed vendor in Division 23.
2. Alternate: Provide the additional cost (if any) associated with only utilizing Modern Controls as the ATC installer/vendor. If Modern Controls is the lowest cost ATC installer/vendor then the amount indicated on the bid form for this alternate shall be zero (0) dollars.

END OF SECTION 012300

SECTION 012500 - SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for substitutions.

B. Related Sections:

1. Division 01 Section "Alternates" for products selected under an alternate.
2. Division 01 Section "Product Requirements" for requirements for submitting comparable product submittals for products by listed manufacturers.
3. Divisions 02 through 28 Sections for specific requirements and limitations for substitutions.

1.3 DEFINITIONS

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

1. Substitutions for Cause: Changes proposed by Contractor that are required due to changed Project conditions, such as unavailability of product, regulatory changes, or unavailability of required warranty terms.
2. Substitutions for Convenience: Changes proposed by Contractor or Owner that are not required in order to meet other Project requirements but may offer advantage to Contractor or Owner.

1.4 SUBMITTALS

A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.

1. Substitution Request Form: Use CSI Form 13.1A.
2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:

a. Statement indicating why specified product or fabrication or installation cannot be provided, if applicable.

b. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by Owner and separate contractors, that will be necessary to accommodate proposed substitution.
c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Include annotated copy of applicable specification section. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.
d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
e. Samples, where applicable or requested.
f. Certificates and qualification data, where applicable or requested.
g. List of similar installations for completed projects with project names and addresses and names and addresses of Engineers and owners.
h. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
i. Research reports evidencing compliance with building code in effect for Project, from ICC-ES.
j. Detailed comparison of Contractor's construction schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
k. Cost information, including a proposal of change, if any, in the Contract Sum.
l. Contractor's certification that proposed substitution complies with requirements in the Contract Documents except as indicated in substitution request, is compatible with related materials, and is appropriate for applications indicated.
m. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.

3. Engineer's Action: If necessary, Engineer will request additional information or documentation for evaluation within seven days of receipt of a request for substitution. Engineer will notify Contractor of acceptance or rejection of proposed substitution within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.

a. Forms of Acceptance: Change Order, Construction Change Directive, or Engineer's Supplemental Instructions for minor changes in the Work.
b. Use product specified if Engineer does not issue a decision on use of a proposed substitution within time allocated.

1.5 QUALITY ASSURANCE

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

1.6 PROCEDURES

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

PART 2 - PRODUCTS

2.1 SUBSTITUTIONS

A. Substitutions for Cause: Submit requests for substitution immediately upon discovery of need for change, but not later than 15 days prior to time required for preparation and review of related submittals.

1. Conditions: Engineer will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Engineer will return requests without action, except to record noncompliance with these requirements:

a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
b. Substitution request is fully documented and properly submitted.
c. Requested substitution will not adversely affect Contractor's construction schedule.
d. Requested substitution has received necessary approvals of authorities having jurisdiction.
e. Requested substitution is compatible with other portions of the Work.
f. Requested substitution has been coordinated with other portions of the Work.
g. Requested substitution provides specified warranty.
h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

B. Substitutions for Convenience: Not allowed.

PART 3 - EXECUTION (Not Used)

END OF SECTION 012500

SECTION 012600 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for handling and processing Contract modifications.

B. Related Sections:

1. Division 01 Section "Product Requirements" for administrative procedures for handling requests for substitutions made after Contract award.

1.3 MINOR CHANGES IN THE WORK

A. Engineer will issue supplemental instructions authorizing minor changes in the Work, not involving adjustment to the Contract Sum or the Contract Time, on AIA Document G710, "Engineer's Supplemental Instructions."

1.4 PROPOSAL REQUESTS

A. Owner-Initiated Proposal Requests: Engineer will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.

1. Proposal Requests issued by Engineer are not instructions either to stop work in progress or to execute the proposed change.
2. Within time specified in Proposal Request or 20 days, when not otherwise specified, after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.

a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
c. Include costs of labor and supervision directly attributable to the change.
d. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and

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

e. Quotation Form: Use forms acceptable to Engineer.

B. Contractor-Initiated Proposals: If latent or changed conditions require modifications to the Contract, Contractor may initiate a claim by submitting a request for a change to Engineer.

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

1.5 CHANGE ORDER PROCEDURES

A. On Owner's approval of a Proposal Request, Engineer will issue a Change Order for signatures of Owner and Contractor on AIA Document G701 form included in Project Manual.

1.6 CONSTRUCTION CHANGE DIRECTIVE

A. Construction Change Directive: Engineer may issue a Construction Change Directive on AIA Document G714. Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.

1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.

B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.

1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012600

ARCHITECT'S SUPPLEMENTAL INSTRUCTIONS

AIA DOCUMENT G710 - ELECTRONIC FORMAT

OWNER ☐
ARCHITECT ☐
CONSULTANT ☐
CONTRACTOR ☐
FIELD ☐
OTHER ☐

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

PROJECT:
(Name, address)

ARCHITECT'S SUPPLEMENTAL INSTRUCTION NO:

OWNER:

ARCHITECT:

TO:
(Contractor)

CONTRACT FOR:

ARCHITECT'S PROJECT NO:

CONTRACT DATED:

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgment that there will be no change in the Contract Sum or Contract Time.

Description:

Attachments:
(Here insert listing of documents that support description.)

ISSUED BY:

Architect

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PROPOSAL REQUEST

AIA DOCUMENT G709 - ELECTRONIC FORMAT

OWNER ☐
ARCHITECT ☐
CONSULTANT ☐
CONTRACTOR ☐
FIELD ☐
OTHER ☐

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

PROJECT:
(Name and address)

PROPOSAL REQUEST NO.:

DATE OF ISSUANCE:

OWNER:
(Name and address)

CONTRACT FOR:

CONTRACT DATED:

ARCHITECT'S PROJECT NO.:

TO CONTRACTOR:
(Name and address)

ARCHITECT:
(Name and address)

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within days, or notify the Architect in writing of the date on which you anticipate submitting your proposal.

THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

Description:
(Insert a written description of the Work.)

Attachments:
(List attached documents that support description.)

REQUESTED BY:

(Signature)

(Printed name and title)

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AIA® Document G701™ – 2001

Change Order

PROJECT *(Name and address)*:	CHANGE ORDER NUMBER: 001	OWNER: ☐
	DATE:	ARCHITECT: ☐
TO CONTRACTOR *(Name and address)*:	ARCHITECT'S PROJECT NUMBER:	CONTRACTOR: ☐
	CONTRACT DATE:	FIELD: ☐
	CONTRACT FOR: General Construction	OTHER: ☐

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

The original Contract Sum was	$	0.00
The net change by previously authorized Change Orders	$	0.00
The Contract Sum prior to this Change Order was	$	0.00
The Contract Sum will be increased by this Change Order in the amount of	$	0.00
The new Contract Sum including this Change Order will be	$	0.00

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT *(Firm name)*	CONTRACTOR *(Firm name)*	OWNER *(Firm name)*
ADDRESS	ADDRESS	ADDRESS
BY *(Signature)*	BY *(Signature)*	BY *(Signature)*
(Typed name)	*(Typed name)*	*(Typed name)*
DATE	DATE	DATE

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User Notes: (3604202474)

CONSTRUCTION CHANGE DIRECTIVE

AIA DOCUMENT G714 - ELECTRONIC FORMAT

(This document replaces AIA Document G713, Construction Change Authorization.)

OWNER	☐
ARCHITECT	☐
CONTRACTOR	☐
FIELD	☐
OTHER	☐

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

PROJECT:
(Name, address)

TO CONTRACTOR:
(Name, address)

DIRECTIVE NO.:

DATE:

ARCHITECT'S PROJECT NO:

CONTRACT DATED:

CONTRACT FOR:

You are hereby directed to make the following change(s) in this Contract:

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:
   [ ] Lump Sum (increase) (decrease) of $
   [ ] Unit Price of $ per
   [ ] as provided in Subparagraph 7.3.6 of AIA Document A201, 1987 edition.
   [ ] as follows:

2. The Contract Time is proposed to (be adjusted) (remain unchanged). The proposed adjustment, if any, is (an increase of days) (a decrease of days).

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Signature by the Contractor indicates the Contractor's agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this Construction Change Directive.

ARCHITECT	OWNER	CONTRACTOR
Address	Address	Address
BY:	BY:	BY:
DATE:	DATE:	DATE:

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CONSTRUCTION CHANGE DIRECTIVE

AIA DOCUMENT G714 - ELECTRONIC FORMAT

(This document replaces AIA Document G713, Construction Change Authorization.)

OWNER	☐
ARCHITECT	☐
CONTRACTOR	☐
FIELD	☐
OTHER	☐

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

PROJECT:
(Name, address)

TO CONTRACTOR:
(Name, address)

DIRECTIVE NO.:

DATE:

ARCHITECT'S PROJECT NO:

CONTRACT DATED:

CONTRACT FOR:

You are hereby directed to make the following change(s) in this Contract:

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:
   [ ] Lump Sum (increase) (decrease) of $
   [ ] Unit Price of $ per
   [ ] as provided in Subparagraph 7.3.6 of AIA Document A201, 1987 edition.
   [ ] as follows:

2. The Contract Time is proposed to (be adjusted) (remain unchanged). The proposed adjustment, if any, is (an increase of days) (a decrease of days).

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Signature by the Contractor indicates the Contractor's agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this Construction Change Directive.

ARCHITECT	OWNER	CONTRACTOR
Address	Address	Address
BY:	BY:	BY:
DATE:	DATE:	DATE:

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SECTION 012900 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section specifies administrative and procedural requirements necessary to prepare and process Applications for Payment.

B. Related Sections:

1. Division 01 Section "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.
2. Division 01 Section "Construction Progress Documentation" for administrative requirements governing the preparation and submittal of Contractor's construction schedule.
3. Division 01 Section "Submittal Procedures" for administrative requirements governing the preparation and submittal of submittal schedule.

1.3 DEFINITIONS

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

1.4 SCHEDULE OF VALUES

A. Coordination: Coordinate preparation of the schedule of values with preparation of Contractor's construction schedule.

1. Correlate line items in the schedule of values with other required administrative forms and schedules, including the following:

   a. Application for Payment forms with continuation sheets.
   b. Submittal schedule.
   c. Items required to be indicated as separate activities in Contractor's construction schedule.

2. Submit the schedule of values to Engineer at earliest possible date but no later than seven days before the date scheduled for submittal of initial Applications for Payment.

3. Subschedules for Phased Work: Where the Work is separated into phases requiring separately phased payments, provide subschedules showing values correlated 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 subschedules showing values correlated with each element.

B. Format and Content: Use the 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 Engineer.
   c. Engineer's project number.
   d. Contractor's name and address.
   e. Date of submittal.

2. Arrange schedule of values consistent with format of AIA Document G703.
3. Arrange the schedule of values in tabular form with separate columns to indicate the following for each item listed:

   a. Related Specification Section or Division.
   b. Description of the Work.
   c. Name of subcontractor.
   d. Name of manufacturer or fabricator.
   e. Name of supplier.
   f. Change Orders (numbers) that affect value.
   g. Dollar value of the following, as a percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent.

      1) Labor.
      2) Materials.
      3) Equipment.

4. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with the Project Manual table of contents. Provide multiple line items for principal subcontract amounts in excess of five percent of Contract Sum.

   a. Include separate line items under Contractor and principal subcontracts for project closeout requirements in an amount totaling five percent of the Contract Sum and subcontract amount.

5. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
6. 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.

7. 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.
8. Each item in the schedule of values and Applications for Payment shall be complete. Include total cost and proportionate share of general overhead and profit for each item.

    a. Temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown either as separate line items in the schedule of values or distributed as general overhead expense, at Contractor's option.

9. Schedule Updating: Update and resubmit the schedule of values before the next Applications for Payment when Change Orders or Construction Change Directives result in a change in the Contract Sum.

1.5 APPLICATIONS FOR PAYMENT

A. Each Application for Payment shall be consistent with previous applications and payments as certified by Engineer and paid for by Owner.

    1. Initial Application for Payment, Application for Payment at time of Substantial Completion, and final Application for Payment involve additional requirements.

B. Payment Application Times: The date for each progress payment is indicated in the Agreement between Owner and Contractor. The period of construction work covered by each Application for Payment is the period indicated in the Agreement.

C. Payment Application Times: Progress payments shall be submitted to Engineer by the 21st of the month. The period covered by each Application for Payment is one month, ending on the last day of the month.

    1. Submit draft copy of Application for Payment seven days prior to due date for review by Engineer.

D. Application for Payment Forms: Use AIA Document G702 and AIA Document G703 as form for Applications for Payment.

E. Application for Payment Forms: Use forms provided by Owner for Applications for Payment. Sample copies are included in the Project Manual.

F. Application for Payment Forms: Use forms acceptable to Engineer and Owner for Applications for Payment. Submit forms for approval with initial submittal of schedule of values.

G. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Engineer will return incomplete applications without action.

    1. Entries shall match data on the schedule of values and Contractor's construction schedule. Use updated schedules if revisions were made.
    2. Include amounts for work completed following previous Application for Payment, whether or not payment has been received. Include only amounts for work completed at time of Application for Payment.

3. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
4. Indicate separate amounts for work being carried out under Owner-requested project acceleration.

H. Stored Materials: Include in Application for Payment amounts applied for materials or equipment purchased or fabricated and stored, but not yet installed. Differentiate between items stored on-site and items stored off-site.

1. Provide certificate of insurance, evidence of transfer of title to Owner, and consent of surety to payment, for stored materials.
2. Provide supporting documentation that verifies amount requested, such as paid invoices. Match amount requested with amounts indicated on documentation; do not include overhead and profit on stored materials.
3. Provide summary documentation for stored materials indicating the following:

   a. Materials previously stored and included in previous Applications for Payment.
   b. Work completed for this Application utilizing previously stored materials.
   c. Additional materials stored with this Application.
   d. Total materials remaining stored, including materials with this Application.

I. Transmittal: Submit three signed and notarized original copies of each Application for Payment to Engineer 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.

J. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's lien from entities lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.

1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
2. When an application shows completion of an item, submit conditional final or full waivers.
3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
4. Waiver Forms: Submit waivers of lien on forms, executed in a manner acceptable to Owner.

K. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's liens from subcontractors, sub-subcontractors, and suppliers for construction period covered by the previous application.

1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
2. When an application shows completion of an item, submit conditional final or full waivers.
3. Owner reserves the right to designate which entities involved in the Work must submit waivers.

4. Submit final Application for Payment with or preceded by conditional final waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.
5. Waiver Forms: Submit waivers of lien on forms, executed in a manner acceptable to Owner.

L. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:

1. List of subcontractors.
2. Schedule of values.
3. Contractor's construction schedule (preliminary if not final).
4. Products list (preliminary if not final).
5. Submittal schedule (preliminary if not final).
6. Copies of building permits.
7. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
8. Initial progress report.
9. Report of preconstruction conference.
10. Certificates of insurance and insurance policies.
11. Performance and payment bonds.
12. Data needed to acquire Owner's insurance.

M. Application for Payment at Substantial Completion: After issuing the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.

1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
2. This application shall reflect Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work.

N. 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. Final liquidated damages settlement statement.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012900

AIA® Document G702™ – 1992

Application and Certificate for Payment

TO OWNER:	**PROJECT:** MASTER FORMS	**APPLICATION NO:** 001	**Distribution to:**
		PERIOD TO:	OWNER: ☐
		CONTRACT FOR: General Construction	ARCHITECT: ☐
FROM CONTRACTOR:	**VIA ARCHITECT:**	**CONTRACT DATE:**	CONTRACTOR: ☐
		PROJECT NOS: / /	FIELD: ☐
			OTHER: ☐

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. **ORIGINAL CONTRACT SUM** ..... $ 0.00
2. **Net change by Change Orders** ..... $ 0.00
3. **CONTRACT SUM TO DATE** (Line 1 ± 2) ..... $ 0.00
4. **TOTAL COMPLETED & STORED TO DATE** (Column G on G703) ..... $ 0.00
5. **RETAINAGE:**
   a. 0 % of Completed Work (Column D + E on G703) $ 0.00
   b. 0 % of Stored Material (Column F on G703) $ 0.00
   Total Retainage (Lines 5a + 5b or Total in Column I of G703) ..... $ 0.00
6. **TOTAL EARNED LESS RETAINAGE** ..... $ 0.00
   (Line 4 Less Line 5 Total)
7. **LESS PREVIOUS CERTIFICATES FOR PAYMENT** ..... $ 0.00
   (Line 6 from prior Certificate)
8. **CURRENT PAYMENT DUE** ..... $ 0.00
9. **BALANCE TO FINISH, INCLUDING RETAINAGE**
   (Line 3 less Line 6) $ 0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$ 0.00	$ 0.00
Total approved this Month	$ 0.00	$ 0.00
TOTALS	$ 0.00	$ 0.00
NET CHANGES by Change Order	$	0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: _____ Date: _____

State of:

County of:

Subscribed and sworn to before me this day of

Notary Public:

My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... $ 0.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract

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(1737352988)
User Notes:

AIA® Document G703™ – 1992

Continuation Sheet

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT,
containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 001
APPLICATION DATE:
PERIOD TO:
ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G		H	I
			WORK COMPLETED						
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
	GRAND TOTAL	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00 %	$ 0.00	$ 0.00

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User ! (2131320776)

CONTRACTOR'S AFFIDAVIT OF PAYMENT OF DEBTS AND CLAIMS

AIA DOCUMENT G706 - ELECTRONIC FORMAT

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☐
OTHER ☐

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

TO OWNER:
(Name and address)

ARCHITECT'S PROJECT NO.:

PROJECT:
(Name and address)

CONTRACT FOR:

CONTRACT DATED:

STATE OF:
COUNTY OF:

The undersigned hereby certifies that, except as listed below, payment has been made in full and all obligations have otherwise been satisfied for all materials and equipment furnished, for all work, labor, and services performed, and for all known indebtedness and claims against the Contractor for damages arising in any manner in connection with the performance of the Contract referenced above for which the Owner or Owner's property might in any way be held responsible or encumbered.

EXCEPTIONS:

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Consent of Surety to Final Payment. Whenever Surety is involved, Consent of Surety is required. AIA Document G707, Consent of Surety, may be used for this purpose.

   Indicate attachment: ☐ yes ☐ no

The following supporting documents should be attached hereto if required by the Owner:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.

2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.

3. Contractor's Affidavit of Release of Liens (AIA Document G706A).

CONTRACTOR:
(Name and address)

BY: _____
(Signature of authorized representative)

_____
(Printed name and title)

Subscribed and sworn to before me on this date:

_____

Notary Public: _____

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CONTRACTOR'S AFFIDAVIT OF RELEASE OF LIENS

AIA DOCUMENT G706A - ELECTRONIC FORMAT

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☐
OTHER ☐

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

TO OWNER:
(Name and address)

ARCHITECT'S PROJECT NO.:

PROJECT:
(Name and address)

CONTRACT FOR:

CONTRACT DATED:

STATE OF:
COUNTY OF:

The undersigned hereby certifies that to the best of the undersigned's knowledge, information and belief, except as listed below, the Releases or Waivers of Lien attached hereto include the Contractor, all Subcontractors, all suppliers of materials and equipment, and all performers of Work, labor or services who have or may have liens or encumbrances or the right to assert liens or encumbrances against any property of the Owner arising in any manner out of the performance of the Contract referenced above.

EXCEPTIONS:

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.

2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.

CONTRACTOR:
(Name and address)

BY

(Signature of authorized representative)

(Printed name and title)

Subscribed and sworn to before me on this date:

Notary Public:

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My Commission Expires: _____

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CONSENT OF SURETY TO FINAL PAYMENT

AIA DOCUMENT G707 - ELECTRONIC FORMAT

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☐
OTHER ☐

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TO OWNER:
(Name and address)

ARCHTECT'S PROJECT NO.:

PROJECT:
(Name and address)

CONTRACT FOR:

CONTRACT DATED:

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

, SURETY,

on bond of
(Insert name and address of Contractor)

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of its obligations to
(Insert name and address of Owner)

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date:
(Insert in writing the month followed by the numeric date and year.)

(Surety)

Attest:

(Signature of authorized representative)

(Seal):

(Printed name and title)

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SECTION 013100 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:

1. General project coordination procedures.
2. Administrative and supervisory personnel.
3. Requests for Information (RFIs).
4. Project Web site.
5. Project meetings.

B. Each contractor shall participate in coordination requirements. Certain areas of responsibility are assigned to a specific contractor.

C. Related Sections:

1. Division 01 Section "Construction Progress Documentation" for preparing and submitting Contractor's construction schedule.
2. Division 01 Section "Execution Requirements" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
3. Division 01 Section "Closeout Procedures" for coordinating closeout of the Contract.
4. Division 01 Section "General Commissioning Requirements" for coordinating the Work with Owner's commissioning authority.

1.3 DEFINITIONS

A. RFI: Request from Owner, Engineer, or Contractor seeking information from each other during construction.

1.4 COORDINATION

A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations, included in different Sections, that depend on each other for proper installation, connection, and operation.

1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
2. Coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair.
3. Make adequate provisions to accommodate items scheduled for later installation.

B. Coordination: Each contractor shall coordinate its construction operations with those of other contractors and entities to ensure efficient and orderly installation of each part of the Work. Each contractor shall coordinate its operations with operations, included in different Sections, that depend on each other for proper installation, connection, and operation.

1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
2. Coordinate installation of different components with other contractors to ensure maximum performance and accessibility for required maintenance, service, and repair.
3. Make adequate provisions to accommodate items scheduled for later installation.

C. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.

1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.

D. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:

1. Preparation of Contractor's construction schedule.
2. Preparation of the schedule of values.
3. Installation and removal of temporary facilities and controls.
4. Delivery and processing of submittals.
5. Progress meetings.
6. Preinstallation conferences.
7. Project closeout activities.
8. Startup and adjustment of systems.
9. Project closeout activities.

E. Conservation: Coordinate construction activities to ensure that operations are carried out with consideration given to conservation of energy, water, and materials. Coordinate use of temporary utilities to minimize waste.

1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work. Refer to other Sections for disposition of salvaged materials that are designated as Owner's property.

1.5 KEY PERSONNEL

A. Key Personnel Names: Within 15 days of starting construction operations, submit a list of key personnel assignments, including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and telephone numbers, including home, office, and cellular telephone numbers and email addresses. Provide names, addresses, and telephone numbers of individuals assigned as standbys in the absence of individuals assigned to Project.

1. Post copies of list in project meeting room, in temporary field office, and by each temporary telephone. Keep list current at all times.

1.6 REQUESTS FOR INFORMATION (RFIs)

A. General: Immediately on discovery of the need for additional information or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI in the form specified.

1. Engineer will return RFIs submitted to Engineer by other entities controlled by Contractor with no response.
2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.

B. Content of the RFI: Include a detailed, legible description of item needing information or interpretation and the following:

1. Project name.
2. Project number.
3. Date.
4. Name of Contractor.
5. Name of Engineer.
6. RFI number, numbered sequentially.
7. RFI subject.
8. Specification Section number and title and related paragraphs, as appropriate.
9. Drawing number and detail references, as appropriate.
10. Field dimensions and conditions, as appropriate.
11. Contractor's suggested resolution. If Contractor's solution(s) impacts the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
12. Contractor's signature.
13. Attachments: Include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.

C. RFI Forms: Form bound in the Project Manual.

D. Engineer's Action: Engineer will review each RFI, determine action required, and respond. Allow seven working days for Engineer's response for each RFI. RFIs received by Engineer after 1:00 p.m. will be considered as received the following working day.

1. The following RFIs will be returned without action:

a. Requests for approval of submittals.
b. Requests for approval of substitutions.
c. Requests for coordination information already indicated in the Contract Documents.
d. Requests for adjustments in the Contract Time or the Contract Sum.
e. Requests for interpretation of Engineer's actions on submittals.
f. Incomplete RFIs or inaccurately prepared RFIs.

2. Engineer's action may include a request for additional information, in which case Engineer's time for response will date from time of receipt of additional information.
3. Engineer's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Division 01 Section "Contract Modification Procedures."

a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Engineer in writing within 10 days of receipt of the RFI response.

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

F. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log weekly. Use CSI Log Form 13.2B.

1. Project name.
2. Name and address of Contractor.
3. Name and address of Engineer.
4. RFI number including RFIs that were dropped and not submitted.
5. RFI description.
6. Date the RFI was submitted.
7. Date Engineer's response was received.
8. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.
9. Identification of related Field Order, Work Change Directive, and Proposal Request, as appropriate.

1.7 PROJECT MEETINGS

A. General: Engineer will 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 Engineer of scheduled meeting dates and times.
2. Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.
3. Minutes: Entity responsible for conducting meeting will record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner and Engineer, within three days of the meeting.

B. Preconstruction Conference: Engineer will schedule and conduct a preconstruction conference before starting construction, at a time convenient to Owner and Engineer, but no later than 15 days after execution of the Agreement.

1. Conduct the conference to review responsibilities and personnel assignments.
2. Attendees: Authorized representatives of Owner, Engineer, 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.
3. Agenda: Discuss items of significance that could affect progress, including the following:

    a. Tentative construction schedule.
    b. Critical work sequencing and long-lead items.
    c. Designation of key personnel and their duties.
    d. Lines of communications.
    e. Procedures for processing field decisions and Change Orders.
    f. Procedures for RFIs.
    g. Procedures for testing and inspecting.
    h. Procedures for processing Applications for Payment.
    i. Distribution of the Contract Documents.
    j. Submittal procedures.
    k. Preparation of record documents.
    l. Use of the premises and existing building.
    m. Work restrictions.
    n. Working hours.
    o. Owner's occupancy requirements.
    p. Responsibility for temporary facilities and controls.
    q. Procedures for disruptions and shutdowns.
    r. Parking availability.
    s. Office, work, and storage areas.
    t. Equipment deliveries and priorities.
    u. First aid.
    v. Security.

4. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.

C. Project Closeout Conference: Engineer will schedule and conduct a Project closeout conference, at a time convenient to Owner and Engineer, but no later than 21 days 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, Engineer, 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. Requirements for preparing sustainable design documentation.
e. Requirements for preparing operations and maintenance data.
f. Requirements for demonstration and training.
g. Preparation of Contractor's punch list.
h. Procedures for processing Applications for Payment at Substantial Completion and for final payment.
i. Submittal procedures.
j. Coordination of separate contracts.
k. Owner's partial occupancy requirements.
l. Responsibility for removing temporary facilities and controls.

4. Minutes: Entity conducting meeting will record and distribute meeting minutes.

D. Progress Meetings: Engineer will conduct progress meetings at monthly intervals.

1. Coordinate dates of meetings with preparation of payment requests.
2. Attendees: In addition to representatives of Owner and Engineer, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
3. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.

a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.

1) Review schedule for next period.

b. Review present and future needs of each entity present, including the following:

1) Interface requirements.
2) Sequence of operations.
3) Status of submittals.
4) Deliveries.
5) Access.
6) Site utilization.
7) Temporary facilities and controls.
8) Progress cleaning.
9) Quality and work standards.
10) Status of correction of deficient items.
11) Field observations.

12) Status of RFIs.
13) Status of proposal requests.
14) Pending changes.
15) Status of Change Orders.
16) Pending claims and disputes.
17) 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.

E. Coordination Meetings: Conduct Project coordination meetings at weekly intervals. Project coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and preinstallation conferences.

1. Attendees: In addition to representatives of Owner and Engineer, 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 and correct or approve minutes of the previous coordination meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.

a. Combined Contractor's Construction Schedule: Review progress since the last coordination meeting. Determine whether each contract is on time, ahead of schedule, or behind schedule, in relation to combined 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.
b. Schedule Updating: Revise combined Contractor's construction schedule after each coordination meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with report of each meeting.
c. Review present and future needs of each contractor present, including the following:

1) Interface requirements.
2) Sequence of operations.
3) Status of submittals.
4) Deliveries.
5) Off-site fabrication.
6) Access.
7) Site utilization.
8) Temporary facilities and controls.
9) Work hours.
10) Hazards and risks.
11) Progress cleaning.

12) Quality and work standards.
13) Change Orders.

3. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100

SECTION 013200 - CONSTRUCTION PROGRESS DOCUMENTATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:

1. Start-up construction schedule.
2. Contractor's construction schedule.
3. Daily construction reports.
4. Material location reports.
5. Field condition reports.
6. Special reports.

B. Related Sections:

1. Division 01 Section "Submittal Procedures" for submitting schedules and reports.
2. Division 01 Section "Quality Requirements" for submitting a schedule of tests and inspections.

1.3 DEFINITIONS

A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction project. Activities included in a construction schedule consume time and resources.

1. Critical Activity: An activity on the critical path that must start and finish on the planned early start and finish times.
2. Predecessor Activity: An activity that precedes another activity in the network.
3. Successor Activity: An activity that follows another activity in the network.

B. Cost Loading: The allocation of the schedule of values for the completion of an activity as scheduled. The sum of costs for all activities must equal the total Contract Sum, unless otherwise approved by Engineer.

C. CPM: Critical path method, which is a method of planning and scheduling a construction project where activities are arranged based on activity relationships. Network calculations determine when activities can be performed and the critical path of the Project.

D. Critical Path: The longest connected chain of interdependent activities through the network schedule that establishes the minimum overall Project duration and contains no float.

E. Event: The starting or ending point of an activity.

F. Float: The measure of leeway in starting and completing an activity.

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

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

1.4 INFORMATIONAL SUBMITTALS

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

1. PDF electronic file.

B. Start-up construction schedule.

1. Approval of cost-loaded start-up construction schedule will not constitute approval of schedule of values for cost-loaded activities.

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

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

1.5 COORDINATION

A. Coordinate preparation and processing of schedules and reports with performance of construction activities and with scheduling and reporting of separate contractors.

B. Coordinate Contractor's construction schedule with the schedule of values, submittal schedule, progress reports, payment requests, and other required schedules and reports.

1. Secure time commitments for performing critical elements of the Work from entities involved.
2. Coordinate each construction activity in the network with other activities and schedule them in proper sequence.

PART 2 - PRODUCTS

2.1 CONTRACTOR'S CONSTRUCTION SCHEDULE, GENERAL

A. Time Frame: Extend schedule from date established for the Notice to Proceed to date of Substantial Completion.

1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.

B. Activities: Treat each story or separate area as a separate numbered activity for each principal element of the Work. Comply with the following:

1. Activity Duration: Define activities so no activity is longer than 14 days, unless specifically allowed by Engineer.
2. Procurement Activities: Include procurement process activities for the following long lead items and major items, requiring a cycle of more than 60 days, as separate activities in schedule. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.

a. Boiler burners

3. Submittal Review Time: Include review and resubmittal times indicated in Division 1 Section "Submittal Procedures" in schedule. Coordinate submittal review times in Contractor's construction schedule with submittal schedule.
4. Startup and Testing Time: Include not less than 7 days for startup and testing.
5. Substantial Completion: Indicate completion in advance of date established for Substantial Completion, and allow time for Engineer's administrative procedures necessary for certification of Substantial Completion.
6. Punch List and Final Completion: Include not more than 30 days for punch list and final completion.

C. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.

1. Phasing: Arrange list of activities on schedule by phase.
2. Work under More Than One Contract: Include a separate activity for each contract.
3. Work by Owner: Include a separate activity for each portion of the Work performed by Owner.
4. Products Ordered in Advance: Include a separate activity for each product. Include delivery date indicated in Division 1 Section "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
5. Owner-Furnished Products: Include a separate activity for each product. Include delivery date indicated in Division 01 Section "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
6. Work Restrictions: Show the effect of the following items on the schedule:

a. Coordination with existing construction.
b. Limitations of continued occupancies.
c. Uninterruptible services.

d. Partial occupancy before Substantial Completion.
e. Use of premises restrictions.
f. Provisions for future construction.
g. Seasonal variations.
h. Environmental control.

7. Work Stages: Indicate important stages of construction for each major portion of the Work, including, but not limited to, the following:

a. Subcontract awards.
b. Submittals.
c. Purchases.
d. Fabrication.
e. Sample testing.
f. Deliveries.
g. Installation.
h. Tests and inspections.
i. Adjusting.
j. Curing.
k. Startup and placement into final use and operation.

8. Construction Areas: Identify each major area of construction for each major portion of the Work. Indicate where each construction activity within a major area must be sequenced or integrated with other construction activities to provide for the following:

a. Permanent space enclosure.
b. Completion of mechanical installation.
c. Completion of electrical installation.
d. Substantial Completion.

D. Upcoming Work Summary: Prepare summary report indicating activities scheduled to occur or commence prior to submittal of next schedule update. Summarize the following issues:

1. Unresolved issues.
2. Unanswered RFIs.
3. Rejected or unreturned submittals.
4. Notations on returned submittals.

E. Recovery Schedule: When periodic update indicates the Work is 14 or more calendar days behind the current approved schedule, submit a separate recovery schedule indicating means by which Contractor intends to regain compliance with the schedule. Indicate changes to working hours, working days, crew sizes, and equipment required to achieve compliance, and date by which recovery will be accomplished.

2.2 CONTRACTOR'S CONSTRUCTION SCHEDULE (GANTT CHART)

A. Gantt-Chart Schedule: Submit a comprehensive, fully developed, horizontal Gantt-chart-type, Contractor's construction schedule within 14 days of date established for the Notice to Proceed. Base schedule on the start-up construction schedule and additional information received since the start of Project.

B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line.

PART 3 - EXECUTION

3.1 CONTRACTOR'S CONSTRUCTION SCHEDULE

A. Contractor's Construction Schedule Updating: At monthly intervals, update schedule to reflect actual construction progress and activities. Issue schedule one week before each regularly scheduled progress meeting.

1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting.
2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
3. As the Work progresses, indicate final completion percentage for each activity.

B. Distribution: Distribute copies of approved schedule to Engineer Owner, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.

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

END OF SECTION 013200

AIA® Document G716™ – 2004

Request for Information ("RFI")

TO: FROM:

PROJECT: ISSUE DATE: RFI No.

PROJECT NUMBERS: / REQUESTED REPLY DATE:
COPIES TO:

RFI DESCRIPTION: *(Fully describe the question or type of information requested.)*

REFERENCES/ATTACHMENTS: *(List specific documents researched when seeking the information requested.)*
SPECIFICATIONS: DRAWINGS: OTHER:

SENDER'S RECOMMENDATION: *(If RFI concerns a site or construction condition, the sender may provide a recommended solution, including cost and/or schedule considerations.)*

RECEIVER'S REPLY: *(Provide answer to RFI, including cost and/or schedule considerations.)*

BY DATE COPIES TO

Note: This reply is not an authorization to proceed with work involving additional cost, time or both. If any reply requires a change to the Contract Documents, a Change Order, Construction Change Directive or a Minor Change in the work must be executed in accordance with the Contract Documents.

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User Notes:

(2706026339)

Advancement of Construction Technology

REQUEST FOR INTERPRETATION

Project: _____ R.F.I. Number: _____

_____ From: _____

To: _____ Date: _____

_____ A/E Project Number: _____

Re: _____ Contract For: _____

Specification Section: Paragraph: Drawing Reference: Detail:

Request:

Signed by: Date:

Response:

☐ Attachments

Response From: To: Date Rec'd: Date Ret'd:

Signed by: Date:

Copies: ☐ Owner ☐ Consultants ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ File

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July 1994
CSI Form 13.2A

SECTION 013300 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

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

B. Related Sections:

1. Division 01 Section "Payment Procedures" for submitting Applications for Payment and the schedule of values.
2. Division 01 Section "Construction Progress Documentation" for submitting schedules and reports, including Contractor's construction schedule.
3. Division 01 Section "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.
4. Division 01 Section "Operation and Maintenance Data" for submitting operation and maintenance manuals.
5. Division 01 Section "Demonstration and Training" for submitting video recordings of demonstration of equipment and training of Owner's personnel.

1.3 DEFINITIONS

A. Action Submittals: Written and graphic information and physical samples that require Engineer's responsive action. Action submittals are those submittals indicated in individual Specification Sections as action submittals.

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

C. File Transfer Protocol (FTP): Communications protocol that enables transfer of files to and from another computer over a network and that serves as the basis for standard Internet protocols. An FTP site is a portion of a network located outside of network firewalls within which internal and external users are able to access files.

D. Portable Document Format (PDF): An open standard file format licensed by Adobe Systems used for representing documents in a device-independent and display resolution-independent fixed-layout document format.

1.4 ACTION SUBMITTALS

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

1. Coordinate submittal schedule with list of subcontracts, the schedule of values, and Contractor's construction schedule.
2. Initial Submittal: Submit concurrently with start-up construction schedule. Include submittals required during the first 60 days of construction. List those submittals required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
3. Final Submittal: Submit concurrently with the first complete submittal of Contractor's construction schedule.

    a. Submit revised submittal schedule to reflect changes in current status and timing for submittals.

4. Format: Arrange the following information in a tabular format:

    a. Scheduled date for first submittal.
    b. Specification Section number and title.
    c. Submittal category: Action, informational.
    d. Name of subcontractor.
    e. Description of the Work covered.
    f. Scheduled date for Engineer's final release or approval.
    g. Scheduled dates for purchasing.
    h. Scheduled dates for installation.
    i. Activity or event number.

1.5 SUBMITTAL ADMINISTRATIVE REQUIREMENTS

A. Engineer's Digital Data Files: Electronic copies of CAD Drawings of the Contract Drawings will be provided by Engineer for Contractor's use in preparing submittals.

1. Engineer will furnish Contractor one set of digital data drawing files of the Contract Drawings for use in preparing Shop Drawings.

    a. Engineer makes no representations as to the accuracy or completeness of digital data drawing files as they relate to the Contract Drawings.
    b. Digital Drawing Software Program: The Contract Drawings are available in AutoCAD 2014.
    c. Contractor shall execute a data licensing agreement in the form of Agreement included in Project Manual.
    d. The following plot files will by furnished for each appropriate discipline:

        1) Floor plans showing new work.

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

1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.
4. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.

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

1. Initial Review: Allow 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Engineer will advise Contractor when a submittal being processed must be delayed for coordination.
2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
3. Resubmittal Review: Allow 15 days for review of each resubmittal.
4. Sequential Review: Where sequential review of submittals by Engineer's consultants, Owner, or other parties is indicated, allow 21 days for initial review of each submittal.

D. Identification and Information: Place a permanent label or title block on each paper copy submittal item for identification.

1. Indicate name of firm or entity that prepared each submittal on label or title block.
2. Provide a space approximately 6 by 8 inches (150 by 200 mm) on label or beside title block to record Contractor's review and approval markings and action taken by Engineer.
3. Include the following information for processing and recording action taken:

a. Project name.
b. Date.
c. Name of Engineer.
d. Name of Contractor.
e. Name of subcontractor.
f. Name of supplier.
g. Name of manufacturer.
h. Submittal number or other unique identifier, including revision identifier.

1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 06100.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., 06100.01.A).

i. Number and title of appropriate Specification Section.
j. Drawing number and detail references, as appropriate.

k. Location(s) where product is to be installed, as appropriate.
l. Other necessary identification.

E. Identification and Information: Identify and incorporate information in each electronic submittal file as follows:

1. Assemble complete submittal package into a single indexed file with links enabling navigation to each item.
2. Name file with submittal number or other unique identifier, including revision identifier.

a. File name shall use project identifier and Specification Section number followed by a decimal point and then a sequential number (e.g., LNHS-06100.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., LNHS-06100.01.A).

3. Provide means for insertion to permanently record Contractor's review and approval markings and action taken by Engineer.
4. Include the following information on an inserted cover sheet:

a. Project name.
b. Date.
c. Name and address of Engineer.
d. Name of Contractor.
e. Name of firm or entity that prepared submittal.
f. Name of subcontractor.
g. Name of supplier.
h. Name of manufacturer.
i. Number and title of appropriate Specification Section.
j. Drawing number and detail references, as appropriate.
k. Location(s) where product is to be installed, as appropriate.
l. Related physical samples submitted directly.
m. Other necessary identification.

5. Include the following information as keywords in the electronic file metadata:

a. Project name.
b. Number and title of appropriate Specification Section.
c. Manufacturer name.
d. Product name.

F. Options: Identify options requiring selection by the Engineer.

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

H. Additional Paper Copies: Unless additional copies are required for final submittal, and unless Engineer observes noncompliance with provisions in the Contract Documents, initial submittal may serve as final submittal.

1. Submit one copy of submittal to concurrent reviewer in addition to specified number of copies to Engineer.

I. Transmittal: Assemble each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. Engineer will return submittals, without review, received from sources other than Contractor.

1. Transmittal Form: Use CSI Form 12.1A.
2. Transmittal Form: Provide locations on form for the following information:

   a. Project name.
   b. Date.
   c. Destination (To:).
   d. Source (From:).
   e. Names of subcontractor, manufacturer, and supplier.
   f. Category and type of submittal.
   g. Submittal purpose and description.
   h. Specification Section number and title.
   i. Indication of full or partial submittal.
   j. Drawing number and detail references, as appropriate.
   k. Transmittal number.
   l. Submittal and transmittal distribution record.
   m. Remarks.
   n. Signature of transmitter.

3. On an attached separate sheet, prepared on Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by Engineer on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same identification information as related submittal.

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

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

K. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.

L. Use for Construction: Use only final submittals that are marked with approval notation from Engineer's action stamp.

PART 2 - PRODUCTS

2.1 SUBMITTAL PROCEDURES

A. General Submittal Procedure Requirements: Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.

1. Post electronic submittals as PDF electronic files directly to Engineer's FTP site specifically established for Project.

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

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

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

3. Action Submittals: Submit three paper copies of each submittal, unless otherwise indicated. Engineer will return two copies.
4. Informational Submittals: Submit two paper copies of each submittal, unless otherwise indicated. Engineer will not return copies.
5. Closeout Submittals and Maintenance Material Submittals: Comply with requirements specified in Division 01 Section "Closeout Procedures."
6. Certificates and Certifications Submittals: Provide a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity.

    a. Provide a digital signature with digital certificate on electronically-submitted certificates and certifications where indicated.
    b. Provide a notarized statement on original paper copy certificates and certifications where indicated.

7. Test and Inspection Reports Submittals: Comply with requirements specified in Division 01 Section "Quality Requirements."

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

1. If information must be specially prepared for submittal because standard published data are not suitable for use, submit as Shop Drawings, not as Product Data.
2. Mark each copy of each submittal to show which products and options are applicable.
3. Include the following information, as applicable:

    a. Manufacturer's catalog cuts.
    b. Manufacturer's product specifications.
    c. Standard color charts.
    d. Statement of compliance with specified referenced standards.
    e. Testing by recognized testing agency.
    f. Application of testing agency labels and seals.
    g. Notation of coordination requirements.
    h. Availability and delivery time information.

4. For equipment, include the following in addition to the above, as applicable:

    a. Wiring diagrams showing factory-installed wiring.
    b. Printed performance curves.
    c. Operational range diagrams.
    d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.

5. Submit Product Data before or concurrent with Samples.
6. Submit Product Data in the following format:

    a. PDF electronic file.

C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data, unless submittal based upon Engineer's digital data drawing files is otherwise permitted.

1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:

    a. Identification of products.
    b. Schedules.
    c. Compliance with specified standards.
    d. Notation of coordination requirements.
    e. Notation of dimensions established by field measurement.
    f. Relationship and attachment to adjoining construction clearly indicated.
    g. Seal and signature of professional engineer if specified.

2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches (215 by 280 mm) but no larger than 30 by 42 inches (750 by 1067 mm).
3. Submit Shop Drawings in the following format:

    a. PDF electronic file.

D. Contractor's Construction Schedule: Comply with requirements specified in Division 1 Section "Construction Progress Documentation."

E. Application for Payment: Comply with requirements specified in Division 1 Section "Payment Procedures."

F. Schedule of Values: Comply with requirements specified in Division 1 Section "Payment Procedures."

G. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. Include the following information in tabular form:

1. Name, address, and telephone number of entity performing subcontract or supplying products.
2. Number and title of related Specification Section(s) covered by subcontract.

3. Drawing number and detail references, as appropriate, covered by subcontract.
4. Submit subcontract list in the following format:

    a. PDF electronic file.

H. Coordination Drawings: Comply with requirements specified in Division 1 Section "Project Management and Coordination."

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

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

K. Installer Certificates: Submit written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.

L. Manufacturer Certificates: Submit written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.

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

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

O. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.

P. Product Test Reports: Submit written reports indicating current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.

Q. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:

1. Name of evaluation organization.
2. Date of evaluation.
3. Time period when report is in effect.
4. Product and manufacturers' names.
5. Description of product.
6. Test procedures and results.
7. Limitations of use.

R. Schedule of Tests and Inspections: Comply with requirements specified in Division 1 Section "Quality Requirements."

S. Field Test Reports: Submit reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.

T. Maintenance Data: Comply with requirements specified in Division 1 Section "Operation and Maintenance Data."

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

A. Action and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Engineer.

B. Project Closeout and Maintenance/Material Submittals: Refer to requirements in Division 01 Section "Closeout Procedures."

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

3.2 ENGINEER'S ACTION

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

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

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

D. Partial submittals prepared for a portion of the Work will be reviewed when use of partial submittals has received prior approval from Engineer.

E. Incomplete submittals are not acceptable, will be considered nonresponsive, and will be returned without review.

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

END OF SECTION 013300

Advancement of Construction Technology

SUBCONTRACTORS AND MAJOR MATERIAL SUPPLIERS LIST

Project: _____

_____

To (A/E): _____

_____

From (Contractor): _____

Date: _____

A/E Project Number: _____

Contract For: _____

List Subcontractors and Major Material Suppliers proposed for use on this Project as required by the Construction Documents. Attach supplemental sheets if necessary.

Section Number	Section Title	Firm	Address	Phone Number (Fax Number)	Contact

☐ Attachments

Signed by: Date:

Copies: ☐ Owner ☐ Consultants ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ File

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601 Madison Street, Alexandria, VA 22314-1791

Advancement of Construction Technology

SUBMITTAL TRANSMITTAL

Project: _____ Date: _____

_____ A/E Project Number: _____

TRANSMITTAL A

To (Contractor): _____ Date: _____ Submittal No. _____

From (Subcontractor): _____ By: _____ ☐ Resubmission

Qty.	Reference / Number	Title / Description / Manufacturer	Spec. Section Title and Paragraph / Drawing Detail Reference

☐ Submitted for review and approval
☐ Resubmitted for review and approval
☐ Complies with contract requirements
☐ Will be available to meet construction schedule
☐ A/E review time included in construction schedule

☐ Substitution involved - Substitution request attached
☐ If substitution involved, submission includes point-by-point comparative data or preliminary details
☐ Items included in submission will be ordered immediately upon receipt of approval

Other remarks on above submission:

☐ One copy retained by sender

TRANSMITTAL B

To (A/E): _____ Attn: _____ Date Rec'd by Contractor: _____

From (Contractor): _____ By: _____ Date Trnsmt'd by Contractor: _____

☐ Approved
☐ Approved as noted

☐ Revise / Resubmit
☐ Rejected / Resubmit

Other remarks on above submission:

☐ One copy retained by sender

TRANSMITTAL C

To (Contractor): _____ Attn: _____ Date Rec'd by A/E: _____

From (A/E): _____ ☐ Other By: _____ Date Trnsmt'd by A/E: _____

☐ Approved
☐ Approved as noted
☐ Not subject to review
☐ No action required
☐ Revise / Resubmit
☐ Rejected / Resubmit
☐ Approved as noted / Resubmit

☐ Provide file copy with corrections identified
☐ Sepia copies only returned

☐ Point-by-point comparative data required to complete approval process

☐ Submission Incomplete / Resubmit

Other remarks on above submission:

☐ One copy retained by sender

TRANSMITTAL D

To (Subcontractor): _____ Attn: _____ Date Rec'd by Contractor: _____

From (Contractor): _____ By: _____ Date Trnsmt'd by Contractor: _____

Copies: ☐ Owner ☐ Consultants ☐ _____ ☐ _____ ☐ _____ ☐ One copy retained by sender

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September 1996
CSI Form 12.1A

Gipe Associates, Inc.
CONSULTING ENGINEERS

RELEASE OF ELECTRONIC MEDIA (DRAWINGS, SPECIFICATIONS, ETC.)

PROJECT:_____ DATE:_____

PROJECT NO:_____ RECORD DOCUMENT DATE _____

In accepting and utilizing any drawings or other data on any form of electronic media generated and provided by Gipe Associates, Inc., the Owner, its agents, other design professionals, or contractors covenants and agrees that all such drawings and data are instruments of service of Gipe Associates, Inc., and its Consultants (hereinafter referred to as the Engineer), who shall be deemed the author of the drawings and data, and shall retain all common law, statutory law and other rights, including copyrights.

For documentation purposes, the original electronic media (disks) will be retained by the Engineer, and both parties acknowledge that the referenced, dated Record Document is the actual contract deliverable. The Owner shall be permitted to retain copies of Drawings and Specifications prepared in electronic form for the Owner's convenience in connection with the specific project for which this information was prepared. Due to the potential that the information set forth on the electronic media can be modified, unintentionally or otherwise, the Engineer reserves the right to remove all indicia of its ownership and/or involvement from each document on the electronic media.

No warranty is made or implied as to the suitability of these files or the information they contain for such purpose. In all cases, the Contract Drawings and Specifications shall define all requirements. The Contractor is responsible for verification of Drawings and field conditions and/recognizing the impermanence and changeability of electronic files, assumes all responsibility for their use and alteration.

The Owner, its Agents or other design professionals further agree not to use these drawings and data, in whole or in part, for any purpose or project other than the project which is the subject of this Agreement. The Owner, its Agents, other design professionals, or contractors agree to waive all claims against the Engineer, and to the fullest extent permitted by law, to indemnify and hold the Engineer harmless from any damage, liability or cost, including reasonable attorneys' fees and cost of defense, arising from any changes or use of the Drawings and data made by anyone other than the Engineer without the prior written consent of the Engineer. Any such unauthorized use or reuse will be at the Owner's sole risk and without liability or legal exposure to the Engineer.

Under no circumstances shall transfer of the Drawings and other instruments of service on electronic media for use by the Owner, its Agents or other design professionals be deemed a sale by the Engineer, and the Engineer makes no warranties, either express or implied, of merchantability and fitness for any particular purpose.

_____
Accepted - Owner or Owner's Representative

_____
Printed Name and Title

_____
Date

8719 Brooks Drive, Easton, Maryland 21601 Tel: 410/822-8688 Fax: 410/822-6306

SECTION 014000 - QUALITY REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for quality assurance and quality control.

B. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.

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

C. Related Sections:

1. Division 01 Section "Construction Progress Documentation" for developing a schedule of required tests and inspections.
2. Divisions 02 through 28 Sections for specific test and inspection requirements.

1.3 DEFINITIONS

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

B. 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 Engineer.

C. Preconstruction Testing: Tests and inspections performed specifically for the 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, an NVLAP, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.

E. Source Quality-Control Testing: Tests and inspections that are performed at the source, i.e., 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 or trades.

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.

1.4 CONFLICTING REQUIREMENTS

A. Referenced Standards: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to Engineer 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 Engineer for a decision before proceeding.

1.5 INFORMATIONAL SUBMITTALS

A. Contractor's Quality-Control Plan: For quality-assurance and quality-control activities and responsibilities.

B. Contractor's Quality-Control Manager Qualifications: For supervisory personnel.

C. Contractor's Statement of Responsibility: When required by authorities having jurisdiction, submit copy of written statement of responsibility sent to authorities having jurisdiction before starting work on the following systems.

1. Seismic-force resisting system, designated seismic system, or component listed in the designated seismic system quality assurance plan prepared by the Engineer.
2. Main wind-force resisting system or a wind-resisting component listed in the wind-force-resisting system quality assurance plan prepared by the Engineer.

D. Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.

E. Schedule of Tests and Inspections: Prepare in tabular form and include the following:

1. Specification Section number and title.
2. Entity responsible for performing tests and inspections.
3. Description of test and inspection.
4. Identification of applicable standards.
5. Identification of test and inspection methods.
6. Number of tests and inspections required.
7. Time schedule or time span for tests and inspections.
8. Requirements for obtaining samples.
9. Unique characteristics of each quality-control service.

1.6 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. Recommendations on retesting and reinspecting.

B. Manufacturer's Technical Representative's Field Reports: Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other Sections. Include the following:

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

C. Factory-Authorized Service Representative's Reports: Prepare written information documenting manufacturer's factory-authorized service representative's tests and inspections specified in other Sections. Include the following:

1. Name, address, and telephone number of factory-authorized service representative making report.
2. Statement that equipment complies with requirements.
3. Results of operational and other tests and a statement of whether observed performance complies with requirements.
4. Statement whether conditions, products, and installation will affect warranty.
5. Other required items indicated in individual Specification Sections.

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

1.7 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. 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.

F. 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.

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

1.8 QUALITY CONTROL

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

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

B. Contractor Responsibilities: Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional quality-control activities required to verify that the Work complies with requirements, whether specified or not.

1. Unless otherwise indicated, provide quality-control services specified and those required by authorities having jurisdiction. Perform quality-control services required of Contractor by authorities having jurisdiction, whether specified or not.
2. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform these quality-control services.

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

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

C. Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Division 1 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 Engineer and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.

1. Notify Engineer and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
2. Determine the location from which test samples will be taken and in which in-situ tests are conducted.
3. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.
4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
6. Do not perform any duties of Contractor.

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

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

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

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

I. Schedule of Tests and Inspections: Prepare a schedule of tests, inspections, and similar quality-control services required by the Contract Documents. Coordinate and submit concurrently with Contractor's construction schedule. Update as the Work progresses. .

1. Distribution: Distribute schedule to Owner, Engineer, testing agencies, and each party involved in performance of portions of the Work where tests and inspections are required.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 TEST AND INSPECTION LOG

A. 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 Engineer.
4. Identification of testing agency or special inspector conducting test or inspection.

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

3.2 REPAIR AND PROTECTION

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

1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Division 01 Section "Execution Requirements."

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

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

END OF SECTION 014000

SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

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

B. Related Sections:

1. Division 01 Section "Summary" for limitations on work restrictions and utility interruptions.

1.3 USE CHARGES

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

B. Water and Sewer Service from Existing System: Water from Owner's existing water system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

C. Electric Power Service from Existing System: Electric power from Owner's existing system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

1.4 QUALITY ASSURANCE

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

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

PART 2 - PRODUCTS

2.1 TEMPORARY FACILITIES

A. Field Offices, General: Existing boiler room shall be utilized as field office.

2.2 EQUIPMENT

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

PART 3 - EXECUTION

3.1 TEMPORARY UTILITY INSTALLATION

A. Sanitary Facilities: Use of Owner's existing toilet facilities will be permitted, as long as facilities are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore these facilities to condition existing before initial use.

B. Electric Power Service: Connect to Owner's existing electric power service. Maintain equipment in a condition acceptable to Owner.

3.2 SUPPORT FACILITIES INSTALLATION

A. Parking: Use designated areas of Owner's existing parking areas for construction personnel.

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

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

3.3 SECURITY AND PROTECTION FACILITIES INSTALLATION

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

1. Comply with work restrictions specified in Division 01 Section "Summary."

B. Temporary Egress: Maintain temporary egress from existing occupied facilities as indicated and as required by authorities having jurisdiction.

C. 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.

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

3.4 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.

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

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

1. Materials and facilities that constitute temporary facilities are property of Contractor. Owner reserves right to take possession of Project identification signs.
2. Remove temporary roads and paved areas not intended for or acceptable for integration into permanent construction. Where area is intended for landscape development, remove soil and aggregate fill that do not comply with requirements for fill or subsoil. Remove materials contaminated with road oil, asphalt and other petrochemical compounds, and other substances that might impair growth of plant materials or lawns. Repair or replace street paving, curbs, and sidewalks at temporary entrances, as required by authorities having jurisdiction.
3. At Substantial Completion, repair, renovate, and clean permanent facilities used during construction period. Comply with final cleaning requirements specified in Division 1 Section "Closeout Procedures."

END OF SECTION 015000

SECTION 016000 - PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; and comparable products.

B. Related Sections:

1. Division 01 Section "Alternates" for products selected under an alternate.
2. Division 01 Section "Substitution Procedures" for requests for substitutions.
3. Division 01 Section "References" for applicable industry standards for products specified.

1.3 DEFINITIONS

A. Products: Items obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.

1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature, that is current as of date of the Contract Documents.
2. New Products: Items that have not previously been incorporated into another project or facility. Products salvaged or recycled from other projects are not considered new products.
3. Comparable Product: Product that is demonstrated and approved through submittal process to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.

B. Basis-of-Design Product Specification: A specification in which a specific manufacturer's product is named and accompanied by the words "basis-of-design product," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of additional manufacturers named in the specification.

1.4 ACTION SUBMITTALS

A. Comparable Product Requests: Submit request for consideration of each comparable product. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.

1. Include data to indicate compliance with the requirements specified in "Comparable Products" Article.
2. Engineer's Action: If necessary, Engineer will request additional information or documentation for evaluation within one week of receipt of a comparable product request. Engineer will notify Contractor of approval or rejection of proposed comparable product request within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.

   a. Form of Approval: As specified in Division 01 Section "Submittal Procedures."
   b. Use product specified if Engineer does not issue a decision on use of a comparable product request within time allocated.

B. Basis-of-Design Product Specification Submittal: Comply with requirements in Division 01 Section "Submittal Procedures." Show compliance with requirements.

1.5 QUALITY ASSURANCE

A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, select product compatible with products previously selected, even if previously selected products were also options.

1. Each contractor is responsible for providing products and construction methods compatible with products and construction methods of other contractors.
2. If a dispute arises between contractors over concurrently selectable but incompatible products, Engineer will determine which products shall be used.

1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.

B. Delivery and Handling:

1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.

4. Inspect products on delivery to determine compliance with the Contract Documents and to determine that products are undamaged and properly protected.

C. Storage:

1. Store products to allow for inspection and measurement of quantity or counting of units.
2. Store materials in a manner that will not endanger Project structure.
3. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
4. Store foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
5. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
6. Protect stored products from damage and liquids from freezing.
7. Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.

1.7 PRODUCT WARRANTIES

A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.

1. Manufacturer's Warranty: Written warranty furnished by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner.

B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution.

1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
2. Specified Form: When specified forms are included with the Specifications, prepare a written document using indicated form properly executed.
3. Refer to Divisions 02 through 28. Sections for specific content requirements and particular requirements for submitting special warranties.

C. Submittal Time: Comply with requirements in Division 01 Section "Closeout Procedures."

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION PROCEDURES

A. General Product Requirements: Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.

1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
4. Where products are accompanied by the term "as selected," Engineer will make selection.
5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.
6. Or Equal: For products specified by name and accompanied by the term "or equal," or "or approved equal," or "or approved," comply with requirements in "Comparable Products" Article to obtain approval for use of an unnamed product.

B. Product Selection Procedures:

1. Product: Where Specifications name a single manufacturer and product, provide the named product that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
2. Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
3. Products:

   a. Restricted List: Where Specifications include a list of names of both manufacturers and products, provide one of the products listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
   b. Nonrestricted List: Where Specifications include a list of names of both available manufacturers and products, provide one of the products listed, or an unnamed product, that complies with requirements. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product.

4. Manufacturers:

   a. Restricted List: Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
   b. Nonrestricted List: Where Specifications include a list of available manufacturers, provide a product by one of the manufacturers listed, or a product by an unnamed manufacturer, that complies with requirements. Comply with requirements in "Comparable Products" Article for consideration of an unnamed manufacturer's product.

5. Basis-of-Design Product: Where Specifications name a product, or refer to a product indicated on Drawings, and include a list of manufacturers, provide the specified or indicated product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with requirements in "Comparable

Products" Article for consideration of an unnamed product by one of the other named manufacturers.

C. Visual Matching Specification: Where Specifications require "match Engineer's sample", provide a product that complies with requirements and matches Engineer's sample. Engineer'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 1 Section "Substitution Procedures" for proposal of product.

D. Visual Selection Specification: Where Specifications include the phrase "as selected by Engineer from manufacturer's full range" or similar phrase, select a product that complies with requirements. Engineer will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

2.2 COMPARABLE PRODUCTS

A. Conditions for Consideration: Engineer will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Engineer 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 Engineers and owners, if requested.
5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION 016000

Advancement of Construction Technology

SUBSTITUTION REQUEST

(After the Bidding Phase)

Project: _____ Substitution Request Number: _____

_____ From: _____

To: _____ Date: _____

_____ A/E Project Number: _____

Re: _____ Contract For: _____

Specification Title: _____ Description: _____

Section: _____ Page: _____ Article/Paragraph: _____

Proposed Substitution: _____

Manufacturer: _____ Address: _____ Phone: _____

Trade Name: _____ Model No.: _____

Installer: _____ Address: _____ Phone: _____

History: ☐ New product ☐ 2-5 years old ☐ 5-10 yrs old ☐ More than 10 years old

Differences between proposed substitution and specified product: _____

_____

_____

☐ Point-by-point comparative data attached - REQUIRED BY A/E

Reason for not providing specified item: _____

_____

Similar Installation:

Project: _____ Architect: _____

Address: _____ Owner: _____

_____ Date Installed: _____

Proposed substitution affects other parts of Work: ☐ No ☐ Yes; explain _____

_____

Savings to Owner for accepting substitution: _____ ($ _____).

Proposed substitution changes Contract Time: ☐ No ☐ Yes [Add] [Deduct] _____days.

Supporting Data Attached: ☐ Drawings ☐ Product Data ☐ Samples ☐ Tests ☐ Reports ☐ _____

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SUBSTITUTION REQUEST
(Continued)

The Undersigned certifies:

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product.
- Same warranty will be furnished for proposed substitution as for specified product.
- Same maintenance service and source of replacement parts, as applicable, is available.
- Proposed substitution will have no adverse effect on other trades and will not affect or delay progress schedule.
- Cost data as stated above is complete. Claims for additional costs related to accepted substitution which may subsequently become apparent are to be waived.
- Proposed substitution does not affect dimensions and functional clearances.
- Payment will be made for changes to building design, including A/E design, detailing, and construction costs caused by the substitution.
- Coordination, installation, and changes in the Work as necessary for accepted substitution will be complete in all respects.

Submitted by: _____

Signed by: _____

Firm: _____

Address: _____

_____

Telephone: _____

Attachments: _____

_____

_____

_____

A/E's REVIEW AND ACTION

☐ Substitution approved - Make submittals in accordance with Specification Section 01330.
☐ Substitution approved as noted - Make submittals in accordance with Specification Section 01330.
☐ Substitution rejected - Use specified materials.
☐ Substitution Request received too late - Use specified materials.

Signed by: Date:

Additional Comments: ☐ Contractor ☐ Subcontractor ☐ Supplier ☐ Manufacturer ☐ A/E ☐ _____

_____

_____

_____

_____

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SECTION 017300 - EXECUTION REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

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

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

B. Related Sections:

1. Division 01 Section "Submittal Procedures" for submitting surveys.
2. Division 01 Section "Selective Demolition" for demolition and removal of selected portions of the building.
3. Division 01 Section "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, and final cleaning.

1.3 DEFINITIONS

A. Cutting: Removal of in-place construction necessary to permit installation or performance of other work.

B. Patching: Fitting and repair work required to restore construction to original conditions after installation of other work.

1.4 WARRANTY

A. 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.

PART 2 - PRODUCTS

2.1 MATERIALS

A. General: Comply with requirements specified in other Sections.

B. In-Place Materials: Use materials for patching identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.

1. If identical materials are unavailable or cannot be used, use materials that, when installed, will provide a match acceptable to the Engineer for the visual and functional performance of in-place materials.

PART 3 - EXECUTION

3.1 PREPARATION

A. 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.

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

C. 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 the Contractor, submit a request for information to Engineer according to requirements in Division 01 Section "Project Management and Coordination."

3.2 INSTALLATION

A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.

1. Make vertical work plumb and make horizontal work level.
2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
3. Conceal pipes, ducts, and wiring in finished areas, unless otherwise indicated.
4. Maintain minimum headroom clearance of 90 inches (2300 mm) in unoccupied spaces.

B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.

C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.

D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.

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

F. 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.

G. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions.

1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Engineer.
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.

H. 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.

I. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

3.3 CUTTING AND PATCHING

A. Cutting and Patching, General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.

1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.

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

C. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.

D. Adjacent Occupied Areas: Where interference with use of adjoining areas or interruption of free passage to adjoining areas is unavoidable, coordinate cutting and patching in accordance with requirements of Division 01 Section "Summary."

E. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to minimize interruption to occupied areas.

F. 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. Excavating and Backfilling: Comply with requirements in applicable Division 2 Sections where required by cutting and patching operations.
4. 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.
5. Proceed with patching after construction operations requiring cutting are complete.

G. 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. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition.

H. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

3.4 PROGRESS CLEANING

A. General: Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.

1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 deg F (27 deg C).

3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.

   a. Utilize containers intended for holding waste materials of type to be stored.

4. Coordinate progress cleaning for joint-use areas where more than one installer has worked.

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

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

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

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

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

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

G. 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.

H. 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.

I. 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.

3.5 STARTING AND ADJUSTING

A. Coordinate startup and adjusting of equipment and operating components with requirements in Division 01 Section "General Commissioning Requirements."

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."

3.6 CORRECTION OF THE WORK

A. Repair or remove and replace defective construction. Restore damaged substrates and finishes.

1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.

B. Restore permanent facilities used during construction to their specified condition.

C. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.

D. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.

END OF SECTION 017300

Advancement of Construction Technology

REQUEST FOR INTERPRETATION

Project: _____ R.F.I. Number: _____

_____ From: _____

To: _____ Date: _____

_____ A/E Project Number: _____

Re: _____ Contract For: _____

Specification Section: Paragraph: Drawing Reference: Detail:

Request:

Signed by: Date:

Response:

☐ Attachments

Response From: To: Date Rec'd: Date Ret'd:

Signed by: Date:

Copies: ☐ Owner ☐ Consultants ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ File

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SECTION 017320 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section includes the following:

1. Demolition mechanical/electrical equipment.

B. Related Sections include the following:

1. Division 01 Section "Summary" for use of premises and Owner-occupancy requirements.
2. Division 01 Section "Temporary Facilities and Controls" for temporary construction and environmental-protection measures for selective demolition operations.

1.3 DEFINITIONS

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

B. Remove and Salvage: Detach items from existing construction and deliver them to Owner.

C. Remove and Reinstall: Detach items from existing construction, prepare them for reuse, and reinstall them where indicated.

D. Existing to Remain: Existing items of construction that are not to be removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

1.4 QUALITY ASSURANCE

A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.

B. Standards: Comply with ANSI A10.6 and NFPA 241.

1.5 PROJECT CONDITIONS

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

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

B. Notify Engineer of discrepancies between existing conditions and Drawings before proceeding with selective demolition.

C. Hazardous Materials: It is unknown whether hazardous materials will be encountered in the Work.

1. If materials suspected of containing hazardous materials are encountered, do not disturb; immediately notify Engineer and Owner. Owner will remove hazardous materials under a separate contract.

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

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

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

1.6 WARRANTY

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

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

A. Verify that utilities have been disconnected and capped.

B. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.

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

D. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Engineer.

E. Engage a professional engineer to survey condition of building to determine whether removing any element might result in structural deficiency or unplanned collapse of any portion of structure or adjacent structures during selective demolition operations.

F. Survey of Existing Conditions: Record existing conditions by use of preconstruction videotapes.
   1. Before selective demolition or removal of existing building elements that will be reproduced or duplicated in final Work, make permanent record of measurements, materials, and construction details required to make exact reproduction.

G. Perform surveys as the Work progresses to detect hazards resulting from selective demolition activities.

3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

A. Existing Services/Systems: Maintain services/systems indicated to remain and protect them against damage during selective demolition operations.

   1. Comply with requirements for existing services/systems interruptions specified in Division 01 Section "Summary."

B. Service/System Requirements: Locate, identify, disconnect, and seal or cap off indicated utility services and mechanical/electrical systems serving areas to be selectively demolished.

   1. Owner will arrange to shut off indicated services/systems when requested by Contractor.
   2. Arrange to shut off indicated utilities with utility companies.
   3. If services/systems are required to be removed, relocated, or abandoned, before proceeding with selective demolition provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building.
   4. Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit after bypassing.

3.3 SELECTIVE DEMOLITION, GENERAL

A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:

   1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition operations above each floor or tier before disturbing supporting members on the next lower level.
   2. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping, to minimize disturbance of adjacent surfaces. Temporarily cover openings to remain.
   3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.

4. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain fire watch and portable fire-suppression devices during flame-cutting operations.
5. Maintain adequate ventilation when using cutting torches.
6. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
7. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
8. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
9. Dispose of demolished items and materials promptly.

B. Removed and Reinstalled Items:

1. Clean and repair items to functional condition adequate for intended reuse. Paint equipment to match new equipment.
2. Pack or crate items after cleaning and repairing. Identify contents of containers.
3. Protect items from damage during transport and storage.
4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.

3.4 DISPOSAL OF DEMOLISHED MATERIALS

A. General: Except for items or materials indicated to be reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, remove demolished materials from Project site and legally dispose of them in an EPA-approved landfill.

1. Do not allow demolished materials to accumulate on-site.
2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
4. Comply with requirements specified in Division 01 Section "Construction Waste Management."

B. Burning: Do not burn demolished materials.

C. Disposal: Transport demolished materials and dispose of at designated spoil areas on Owner's property.

D. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

3.5 CLEANING

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

END OF SECTION 017320

SECTION 017700 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:

1. Substantial Completion procedures.
2. Final completion procedures.
3. Warranties.
4. Final cleaning.

B. Related Sections:

1. Division 01 Section "Execution Requirements" for progress cleaning of Project site.
2. Division 01 Section "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
3. Division 01 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
4. Division 01 Section "Demonstration and Training" for requirements for instructing Owner's personnel.
5. Divisions 02 through 28 Sections for specific closeout and special cleaning requirements for the Work in those Sections.

1.3 SUBSTANTIAL COMPLETION

A. Preliminary Procedures: Before requesting inspection for determining date of Substantial Completion, complete the following. List items below that are incomplete with request.

1. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the Work is not complete.
2. Advise Owner of pending insurance changeover requirements.
3. Submit specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
4. Obtain and submit releases permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.

5. Prepare and submit Project Record Documents, operation and maintenance manuals, final completion construction photographic documentation, damage or settlement surveys, property surveys, and similar final record information.
6. Deliver tools, spare parts, extra materials, and similar items to location designated by Owner. Label with manufacturer's name and model number where applicable.
7. Advise Owner's personnel of changeover in security provisions.
8. Complete startup testing of systems.
9. Submit test/adjust/balance records.
10. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
11. Advise Owner of changeover in heat and other utilities.
12. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
13. Complete final cleaning requirements, including touchup painting.
14. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.

B. Inspection: Submit a written request for inspection for Substantial Completion. On receipt of request, Engineer will either proceed with inspection or notify Contractor of unfulfilled requirements. Engineer 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 Engineer, that must be completed or corrected before certificate will be issued.

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

1.4 FINAL COMPLETION

A. Preliminary Procedures: Before requesting final inspection for determining final completion, complete the following:

1. Submit a final Application for Payment according to Division 1 Section "Payment Procedures."
2. Submit certified copy of Engineer's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Engineer. The certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
3. Submit evidence of final, continuing insurance coverage complying with insurance requirements.
4. Submit pest-control final inspection report and warranty.
5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training video recordings.

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

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

1.5 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

A. Organization of List: Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction. Use CSI Form 14.1A.

1. Organize list of spaces in sequential order.
2. Include the following information at the top of each page:

   a. Project name.
   b. Date.
   c. Name of Engineer.
   d. Name of Contractor.
   e. Page number.

3. Submit list of incomplete items in the following format:

   a. PDF electronic file.

1.6 WARRANTIES

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

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

1. Bind warranties and bonds in heavy-duty, three-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch (215-by-280-mm) paper.
2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product and the name, address, and telephone number of Installer.
3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.
4. 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 table of contents at beginning of document.

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

PART 2 - PRODUCTS

2.1 MATERIALS

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

PART 3 - EXECUTION

3.1 FINAL CLEANING

A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.

B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.

1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a portion of Project:
   a. Remove tools, construction equipment, machinery, and surplus material from Project site.
   b. Sweep concrete floors broom clean in unoccupied spaces.
   c. Remove labels that are not permanent.
   d. Touch up and otherwise repair and restore marred, exposed finishes and surfaces. Replace finishes and surfaces that cannot be satisfactorily repaired or restored or that already show evidence of repair or restoration.

      1) Do not paint over "UL" and other required labels and identification, including mechanical and electrical nameplates.

   e. Wipe surfaces of mechanical and electrical equipment and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
   f. Replace parts subject to operating conditions during construction that may impede operation or reduce longevity.
   g. Clean boiler burners.

END OF SECTION 017700

Advancement of Construction Technology

PUNCH LIST

Project: _____

_____

To (Contractor): _____

_____

From (A/E): _____

Site Visit Date: _____

A/E Project Number: _____

Contract For: _____

The following items require the attention of the Contractor for completion or correction. This list may not be all-inclusive, and the failure to include any items on this list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

Item Number	Room Number	Location (Area)	Description	Correction/Completion Date	Verification A/E Check

☐ Attachments

Signed by: Date:

Copies: ☐ Owner ☐ Consultants ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ _____ ☐ File

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September 1996
CSI Form 14.1A

SECTION 017823 - OPERATION AND MAINTENANCE DATA

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

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

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

B. Related Sections:

1. Division 01 Section "Submittal Procedures" for submitting copies of submittals for operation and maintenance manuals.
2. Division 01 Section "General Commissioning Requirements" for verification and compilation of data into operation and maintenance manuals.
3. Divisions 02 through 28 Sections for specific operation and maintenance manual requirements for the Work in those Sections.

1.3 DEFINITIONS

A. System: An organized collection of parts, equipment, or subsystems united by regular interaction.

B. Subsystem: A portion of a system with characteristics similar to a system.

1.4 CLOSEOUT SUBMITTALS

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

1. Where applicable, clarify and update reviewed manual content to correspond to modifications and field conditions.

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

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

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

2. Three paper copies. Include a complete operation and maintenance directory. Enclose title pages and directories in clear plastic sleeves. Engineer will return two copies.

C. Initial Manual Submittal: Submit draft copy of each manual at least 14 days before commencing demonstration and training. Engineer will comment on whether general scope and content of manual are acceptable.

D. Final Manual Submittal: Submit each manual in final form prior to requesting inspection for Substantial Completion and at least 7 days before commencing demonstration and training. Engineer will return copy with comments.

1. Correct or modify each manual to comply with Engineer's comments. Submit copies of each corrected manual within 7 days of receipt of Engineer's comments and prior to commencing demonstration and training.

PART 2 - PRODUCTS

2.1 OPERATION AND MAINTENANCE DOCUMENTATION DIRECTORY

A. Organization: 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."

2.2 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. Name and contact information for Engineer.
7. Names and contact information for major consultants to the Engineer that designed the systems contained in the manuals.
8. 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.

1. If operation or maintenance documentation requires more than one volume to accommodate data, include comprehensive table of contents for all volumes in each volume of the set.

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 upon 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 upon opening file.

F. Manuals, Paper Copy: Submit manuals in the form of hard copy, bound and labeled volumes.

1. Binders: Heavy-duty, three-ring, vinyl-covered, loose-leaf binders, in thickness necessary to accommodate contents, sized to hold 8-1/2-by-11-inch (215-by-280-mm) paper; with clear plastic sleeve on spine to hold label describing contents and with pockets inside covers to hold folded oversize sheets.

    a. If two or more binders are necessary to accommodate data of a system, organize data in each binder into groupings by subsystem and related components. Cross-reference other binders if necessary to provide essential information for proper operation or maintenance of equipment or system.
    b. Identify each binder on front and spine, with printed title "OPERATION AND MAINTENANCE MANUAL," Project title or name, and subject matter of contents. Indicate volume number for multiple-volume sets.

2. Dividers: Heavy-paper dividers with plastic-covered tabs for each section of the manual. Mark each tab to indicate contents. Include typed list of products and major components of equipment included in the section on each divider, cross-referenced to Specification Section number and title of Project Manual.
3. Protective Plastic Sleeves: Transparent plastic sleeves designed to enclose diagnostic software storage media for computerized electronic equipment.
4. Supplementary Text: Prepared on 8-1/2-by-11-inch (215-by-280-mm) white bond paper.
5. Drawings: Attach reinforced, punched binder tabs on drawings and bind with text.

    a. If oversize drawings are necessary, fold drawings to same size as text pages and use as foldouts.
    b. If drawings are too large to be used as foldouts, fold and place drawings in labeled envelopes and bind envelopes in rear of manual. At appropriate locations in manual, insert typewritten pages indicating drawing titles, descriptions of contents, and drawing locations.

2.3 OPERATION MANUALS

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

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

B. Descriptions: Include the following:

1. Product name and model number. Use designations for products indicated on Contract Documents.

2. Manufacturer's name.
3. Equipment identification with serial number of each component.
4. Equipment function.
5. Operating characteristics.
6. Limiting conditions.
7. Performance curves.
8. Engineering data and tests.
9. Complete nomenclature and number of replacement parts.

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

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

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

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

2.4 PRODUCT MAINTENANCE MANUALS

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

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

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

1. Inspection procedures.
2. Schedule for routine cleaning and maintenance.

3. 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.

PART 3 - EXECUTION

3.1 MANUAL PREPARATION

A. Operation and Maintenance Documentation Directory: Prepare a separate manual that provides an organized reference to emergency, operation, and maintenance manuals.

B. 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.

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

D. 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.

E. 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.

F. 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."

G. Comply with Division 01 Section "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

END OF SECTION 017823

SECTION 017839 - PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for project record documents, including the following:

1. Record Drawings.
2. Record Specifications.
3. Record Product Data.
4. Miscellaneous record submittals.

B. Related Sections:

1. Division 01 Section "Execution Requirements" for final property survey.
2. Division 01 Section "Closeout Procedures" for general closeout procedures.
3. Division 01 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
4. Divisions 02 through 28 Sections for specific requirements for project record documents of the Work in those Sections.

1.3 CLOSEOUT SUBMITTALS

A. Record Drawings: Comply with the following:

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

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

C. Record Product Data: Submit one paper copy of each submittal.

1. Where record Product Data are required as part of operation and maintenance manuals, submit duplicate marked-up Product Data as a component of manual.

PART 2 - PRODUCTS

2.1 RECORD DRAWINGS

A. Record Prints: Maintain one set of marked-up paper copies of the Contract Drawings and Shop Drawings.

1. Preparation: Mark record prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to provide information for preparation of corresponding marked-up record prints.

    a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
    b. Accurately record information in an acceptable drawing technique.
    c. Record data as soon as possible after obtaining it.
    d. Record and check the markup before enclosing concealed installations.
    e. Cross-reference record prints to corresponding archive photographic documentation.

2. Content: Types of items requiring marking include, but are not limited to, the following:

    a. Dimensional changes to Drawings.
    b. Revisions to details shown on Drawings.
    c. Revisions to routing of piping and conduits.
    d. Revisions to electrical circuitry.
    e. Actual equipment locations.
    f. Changes made by Change Order or Construction Change Directive.
    g. Changes made following Engineer's written orders.
    h. Details not on the original Contract Drawings.
    i. Field records for variable and concealed conditions.
    j. Record information on the Work that is shown only schematically.

3. Mark the Contract Drawings and Shop Drawings completely and accurately. Utilize 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.

2.2 RECORD SPECIFICATIONS

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

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

B. Format: Submit record Specifications as paper copy.

2.3 RECORD PRODUCT DATA

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

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

B. Format: Submit record Product Data as paper copy.

1. Include record Product Data directory organized by specification section number and title, electronically linked to each item of record Product Data.

2.4 EXECUTION

2.5 RECORDING AND MAINTENANCE

A. Recording: Maintain one copy of each submittal during the construction period for project record document purposes. Post changes and modifications to project record documents as they occur; do not wait until the end of Project.

B. Maintenance of Record Documents and Samples: Store record documents and Samples in the field office apart from the Contract Documents used for construction. Do not use project record documents for construction purposes. Maintain record documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to project record documents for Engineer's reference during normal working hours.

END OF SECTION 017839

SECTION 017900 - DEMONSTRATION AND TRAINING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

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

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

B. Related Sections:

1. Divisions 02 through 28 Sections for specific requirements for demonstration and training for products in those Sections.

1.3 INFORMATIONAL SUBMITTALS

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

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

B. Attendance Record: For each training module, submit list of participants and length of instruction time.

C. Evaluations: For each participant and for each training module, submit results and documentation of performance-based test.

1.4 CLOSEOUT SUBMITTALS

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

1. Identification: On each copy, provide an applied label with the following information:

a. Name of Project.
b. Name and address of videographer.
c. Name of Engineer.
d. Name of Contractor.
e. Date of video recording.

2. Transcript: Prepared on 8-1/2-by-11-inch (215-by-280-mm) paper, punched and bound in heavy-duty, three-ring, vinyl-covered binders. Mark appropriate identification on front and spine of each binder. Include a cover sheet with same label information as the corresponding video recording. Include name of Project and date of video recording on each page.
3. At completion of training, submit complete training manual(s) for Owner's use.

1.5 COORDINATION

A. Coordinate instruction schedule with Owner's operations. Adjust schedule as required to minimize disrupting Owner's operations.

B. Coordinate instructors, including providing notification of dates, times, length of instruction time, and course content.

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

PART 2 - PRODUCTS

2.1 INSTRUCTION PROGRAM

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

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

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

a. System, subsystem, and equipment descriptions.
b. Performance and design criteria if Contractor is delegated design responsibility.
c. Operating standards.
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.
    b. Test and inspection procedures.

7. Maintenance: Include the following:

    a. Inspection procedures.
    b. Types of cleaning agents to be used and methods of cleaning.

c. List of cleaning agents and methods of cleaning detrimental to product.
d. Procedures for routine cleaning
e. Procedures for preventive maintenance.
f. Procedures for routine maintenance.
g. Instruction on use of special tools.

8. Repairs: Include the following:

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

PART 3 - EXECUTION

3.1 PREPARATION

A. Assemble educational materials necessary for instruction, including documentation and training module. Assemble training modules into a training manual organized in coordination with requirements in Division 01 Section "Operations and Maintenance Data."

B. Set up instructional equipment at instruction location.

3.2 INSTRUCTION

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

B. 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. 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.

3.3 DEMONSTRATION AND TRAINING VIDEO RECORDINGS

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

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

B. Video Recording Format: Provide high-quality color video recordings with menu navigation in format acceptable to Engineer.

C. Recording: Mount camera on tripod before starting recording, unless otherwise necessary to show area of demonstration and training. Display continuous running time.

END OF SECTION 017900

DIVISION 23 SECTION 230500
COMMON WORK RESULTS FOR HVAC
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SECTION 230500 COMMON WORK RESULTS FOR HVAC

PART 1 GENERAL

1.1 SUMMARY

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

B. Provide all labor, materials, equipment, and services necessary for and incidental to the complete installation and operation of all mechanical work.

C. Unless otherwise specified, all submissions shall be made to, and acceptances and approvals made by the Engineer.

D. Contract Drawings are generally diagrammatic and all offsets, fittings, transitions and accessories are not necessarily shown. Furnish and install all such items as may be required to fit the work to the conditions encountered. Arrange piping, ductwork, equipment, and other work generally as shown on the contract drawings, providing proper clearance and access. Where departures are proposed because of field conditions or other causes, prepare and submit detailed shop drawings for approval in accordance with *Submittals* specified below. The right is reserved to make reasonable changes in location of equipment, piping, and ductwork, up to the time of rough-in or fabrication.

E. Conform to the requirements of all rules, regulations and codes of local, state and federal authorities having jurisdiction.

F. Coordinate the work under Division 23 with the work of all other construction trades.

G. Be responsible for all construction means, methods, techniques, procedures, and phasing sequences used in the work. Furnish all tools, equipment and materials necessary to properly perform the work in first class, substantial, and workmanlike manner, in accordance with the full intent and meaning of the contract documents.

1.2 PERMITS AND FEES

A. Obtain all permits and pay taxes, fees and other costs in connection with the work. File necessary plans, prepare documents, give proper notices and obtain necessary approvals. Deliver inspection and approval certificates to Owner prior to final acceptance of the work.

B. Permits and fees shall comply with the Division 01, *General Requirements* of the specification.

1.3 EXAMINATION OF SITE

A. Examine the site, determine all conditions and circumstances under which the work must be done, and make all necessary allowances for same. No additional cost to the Owner will be permitted for contractors' failure to do so.

B. Examine and verify specific conditions described in individual specifications sections.

C. Verify that utility services are available, of the correct characteristics, and in the correct locations.

1.4 CONTRACTOR QUALIFICATION

A. Any Contractor or Subcontractor performing work under Division 23 shall be fully qualified and acceptable to the Engineer and Owner. Submit the following evidence when requested:

1. A list of not less than five comparable projects which the Contractor completed.

2. Letter of reference from not less than three registered professional engineers, general contractors or building owners.

3. Local and/or State License, where required.

4. Membership in trade or professional organizations where required.

B. A Contractor is any individual, partnership, or corporation, performing work by contract or subcontract on this project.

C. Acceptance of a Contractor or Subcontractor will not relieve the Contractor or subcontractor of any contractual requirements or his responsibility to supervise and coordinate the work, of various trades.

1.5 MATERIALS AND EQUIPMENT

A. Materials and equipment installed as a permanent part of the project shall be new, unless otherwise indicated or specified, and of the specified type and quality. Existing items of equipment are being relocated or removed. The Contractor shall be responsible for connecting all utilities as shown on the drawings, to equipment identified as existing.

B. Where material or equipment is identified by proprietary name, model number and/or manufacturer, furnish named item, or its equal, subject to approval by Engineer. Substituted items shall be equal or better in quality and performance and must be suitable for available space, required arrangement, and application. Submit all data necessary to determine suitability of substituted items, for approval.

C. The suitability of named item only has been verified. Where more than one item is named, only the first named item has been verified as suitable. Substituted items, including items other than first named shall be equal or better in quality and performance to that of specified items, and must be suitable for available space, required arrangement and application. Contractor, by providing other than the first named manufacturer, assumes responsibility for all necessary adjustments and modifications necessary for a satisfactory installation. Adjustments and modifications shall include but not be limited to electrical, structural, support, and architectural work.

D. Substitution will not be permitted for specified items of material or equipment where noted.

E. All items of equipment furnished shall have a service record of at least five (5) years.

1.6 FIRE SAFE MATERIALS

A. Unless otherwise indicated, materials and equipment shall conform to UL, NFPA and ASTM standards for fire safety with smoke and fire hazard rating not exceeding flame spread of 25 and smoke developed of 50.

1.7 REFERENCED STANDARDS, CODES AND SPECIFICATIONS

A. Specifications, Codes and Standards listed below are included as part of this specification, latest edition.

B.	AABC	-	Associated Air Balance Council
C.	ABMA	-	American Boiler Manufacturers Association
D.	AGA	-	American Gas Association
E.	AMCA	-	Air Movement and Control Association
F.	ANSI	-	American National Standards Institute
G.	ASHRAE	-	American Society of Heating, Refrigerating and Air Conditioning Engineers
H.	ASME	-	American Society of Mechanical Engineers
I.	ASTM	-	American Society for Testing and Materials
J.	ASME CSD-1	-	American Society of Mechanical Engineers Controls and Safety Devices for Automatically Fired Boilers
K.	CSD		Control and Safety Devices
L.	FM	-	Factory Mutual
M.	IBC	-	International Building Code
N.	IEEE	-	Institute of Electrical and Electronics Engineers
O.	MSSP	-	Manufacturers Standards Society of the Valve and Fittings Industry
P.	NEC	-	National Electrical Code
Q.	NEMA	-	National Electrical Manufacturers Association
R.	NFPA	-	National Fire Protection Association
S.	SMACNA	-	Sheet Metal and Air Conditioning Contractors National Association
T.	UL	-	Underwriters' Laboratories

U. All mechanical equipment and materials shall comply with the codes and standards listed in the latest edition of ASHRAE HVAC Applications Handbook, Chapter entitled *Codes and Standards*.

1.8 SUBMITTALS, REVIEW AND ACCEPTANCE

A. Equipment, materials, installation, workmanship and arrangement of work are subject to review and acceptance. No substitution will be permitted after acceptance of equipment or materials except where such substitution is considered by the Engineer to be in best interest of Owner.

B. After acceptance of Material and Equipment List, submit three (3) copies or more as required under General Conditions of complete descriptive data for all items. Data shall consist of specifications, data sheets, samples, capacity ratings, performance curves, operating characteristics, catalog cuts, dimensional drawings, wiring diagrams,

installation instructions, and any other information necessary to indicate complete compliance with Contract Documents. Edit submittal data specifically for application to this project.

C. Thoroughly review and stamp all submittals to indicate compliance with contract requirements prior to submission. Coordinate installation requirements and any electrical requirements for equipment submitted. Contractor shall be responsible for correctness of all submittals.

D. Submittals will be reviewed for general compliance with design concept in accordance with contract documents, but dimensions, quantities, or other details will not be verified.

E. Identify submittals, indicating intended application, location and service of submitted items. Refer to specification sections or paragraphs and drawings where applicable. Clearly indicate exact type, model number, style, size and special features of proposed item. Submittals of a general nature will not be acceptable. For substituted items, clearly list on the first page of the submittal all differences between the specified item and the proposed item. The contractor shall be responsible for corrective action and maintaining the specification requirements if differences have not been clearly indicated in the submittal.

F. Submit actual operating conditions or characteristics for all equipment where required capacities are indicated. Factory order forms showing only required capacities will not be acceptable. Call attention, in writing, to deviation from contract requirements.

G. Acceptance will not constitute waiver of contract requirements unless deviations are specifically indicated and clearly noted. Use only final or corrected submittals and data prior to fabrication and/or installation.

H. For any submittal requiring more than two (2) reviews by the Engineer (including those caused by a change in subcontractor or supplier) the Owner will withhold contractor's funds by a change order to the contract to cover the cost of additional reviews. One review is counted for each action including rejection or return of any reason.

1.9 SHOP DRAWINGS

A. Prepare and submit shop drawings for all mechanical equipment, specially fabricated items, modifications to standard items, specially designed systems where detailed design is not shown on the contract drawings, or where the proposed installation differs from that shown on contract drawings.

B. Submit data and shop drawings including but not limited to the list below, in addition to provisions of the paragraph above. Identify all shop drawings by the name of the item and system and the applicable specification paragraph number and drawing number.

C. Every submittal including, but not limited to the list below, shall be forwarded with its own transmittal as a separate, distinct shop drawing. Grouping of items/systems that are not related shall be unacceptable.

D. Items and Systems

Air Compressors
Air Distribution Systems
Automatic Temperature Control Systems and Equipment
Boiler Burner Accessories, Trim
Boiler Burners
Boiler Burner Control Panel
Drip Pans
Duct Materials
Fans
Fuel Oil Pumps
Identification Systems
Lead/Lag Boiler Controller
Material and Equipment Lists
Operations and Maintenance Manuals
Pipe Materials Including Itemized Schedules
Preliminary Testing and Balancing Reports
Strainers
Test Certificates
Thermal Insulation Materials Include Table Summaries
Thermometers and Gauges
Vibration Isolation Materials
Wiring Diagrams, Flow Diagrams and Operating Instructions

E. Contractor, additionally, shall submit for review any other shop drawings as required by the Engineer. No item shall be delivered to the site, or installed, until the Contractor has received a submittal from the Engineer marked *Reviewed* or *Comments Noted*. After the proposed materials have been reviewed, no substitution will be permitted except where approved by the Engineer.

F. For any shop drawing requiring more than two (2) reviews by the Engineer (including those caused by a change in subcontractor or supplier) the Owner will withhold contractor's funds by a change order to the contract to cover the cost of additional reviews. One review is counted for each action including rejection or return of any reason.

1.10 SUPERVISION AND COORDINATION

A. Provide complete supervision, direction, scheduling, and coordination of all work under the Contract, including that of subcontractors.

B. Coordinate rough-in of all work and installation of sleeves, anchors, and supports for piping, ductwork, equipment, and other work performed under Division 23.

C. Arrange for pipe spaces, chases, slots, and openings in building structure during progress of construction to allow for mechanical installations.

D. Coordinate electrical work required under Division 23 with that under Division 26. Coordinate all work under Division 23 with work under all other Divisions.

E. Supply services of an experienced (10 year minimum) and competent Project Manager to be in constant charge of work at site.

F. Where a discrepancy exists within the specifications or drawings or between the specifications and drawings, the more stringent (or costly) requirement shall apply until clarification can be obtained from the Engineer. Failure to clarify such discrepancies with the Engineer will not relieve the Contractor of the responsibility of conforming to the requirements of the Contract.

G. Failure of contractor to obtain a full and complete set of contract documents (either before or after bidding) will not relieve the contractor of the responsibility of complying with the intent of the contract documents.

1.11 CUTTING AND PATCHING

A. Accomplish all cutting and patching necessary for the installation of work under Division 23. Damage resulting from this work to other work already in place, shall be repaired at Contractor's expense. Where cutting is required, perform work in neat and workmanlike manner. Restore disturbed work to match and blend with existing construction and finish, using materials compatible with the original. Use mechanics skilled in the particular trades required.

B. Do not cut structural members without approval from the Engineer.

1.12 PENETRATION OF WATERPROOF CONSTRUCTION

A. Coordinate the work to minimize penetration of waterproof construction, including roofs, exterior walls, and interior waterproof construction. Where such penetrations are necessary, furnish and install all necessary curbs, sleeves, flashings, fittings and caulking to make penetrations absolutely watertight.

B. Where pipes penetrate roofs, flash pipe with Stoneman *Stormtite,* Pate or approved equal, roof flashing assemblies with skirt and caulked counter flashing sleeve.

C. Furnish and install pitch pockets or weather tight curb assemblies where required.

D. Furnish and install curbs and vent assemblies specifically designed for application to the particular roof construction, and install in accordance with the manufacturer's instructions. The Contractor shall be responsible for sleeve sizes and locations. All roof penetrations shall be installed in accordance with manufacturer’s instructions, the National Roofing Contractors Association, SMACNA, and as required by other divisions of these specifications.

1.13 CONNECTIONS AND ALTERATIONS TO EXISTING WORK

A. Unless otherwise noted on the drawings, where existing mechanical work is removed, pipes, valves, ductwork, etc., shall be removed, including hangers, to a point below finished floors or behind finished walls and capped. Such point shall be far enough behind finished surfaces to allow for installation of normal thickness of required finish material.

B. Where work specified in Division 23 connects to existing equipment, piping, ductwork, etc., Contractor shall perform all necessary alterations, cuttings, fittings, etc., of existing

work as may be necessary to make satisfactory connections between new and existing work, and to leave completed work in a finished and workmanlike condition.

C. Where the work specified under Division 23, or under other Divisions, requires relocation of existing equipment, piping, ductwork, etc., Contractor shall perform all work and make necessary changes to existing work as may be required to leave completed work in a finished and workmanlike condition. Where existing insulation is disturbed, replace insulation where removed or damaged equal to existing, in type, thickness, density, finish and thermal resistance (R-value) value.

D. Where the relocation of existing equipment is required for access or the installation of new equipment, the contractor shall temporarily remove and/or relocate and re-install as required to leave the existing and new work in a finished and workman like condition.

1.14 DEMOLITION

A. Unless otherwise noted all existing equipment, piping, ductwork, etc., shall remain.

B. Where existing equipment is indicated to be removed, all associated piping, conduit, power, controls, insulation, hangers, ductwork, supports and housekeeping pads, etc., patch, paint and repair walls/roof/floor to match existing and/or new finishes.

C. Provide necessary piping, valves, traps, temporary feeds, drips, etc., as required. Drain and refill piping systems as often as necessary to accommodate phasing and to minimize time lengths of outages.

D. The Contractor shall be responsible for visiting the site and determining the existing conditions in which the work is to be performed.

E. Where any abandoned pipes in existing floors, walls, pipe tunnels, ceilings, etc., conflict with new work, remove abandoned pipes as necessary to accommodate new work.

F. The location of all existing equipment, piping, ductwork, etc., indicated is approximate only and shall be checked and verified. Install all new mechanical work to connect to or clear existing work as applicable.

G. Maintain egress at all times. Coordinate egress requirements with the State Fire Marshal, the Owner and the authorities having jurisdiction.

H. Make provisions and include in bid all costs associated with confined entry/space requirements in crawl spaces and all other applicable OSHA regulations.

I. Where required to maintain the existing systems in operation, temporarily backfeed existing systems from new equipment. Contractor shall temporarily extend existing piping systems to new piping systems with the appropriate shut-off valves.

J. At completion of project all temporary piping, valves, controls, etc., shall be removed in their entirely.

K. Existing piping, equipment, ductwork, materials, etc., not required for re-use or re-installation in this project, shall be removed from the project site.

L. Deliver to the Owner, on the premises where directed, existing equipment and materials which are removed and which are desired by the Owner or are indicated to remain the property of the Owner.

M. All other materials and equipment which are removed shall become property of the Contractor and shall be promptly removed, from the premises, and disposed of by the Contractor, in an approved manner.

N. Where piping and/or ductwork is removed, remove all pipe or ductwork hangers which were supporting the removed piping or ductwork. Patch the remaining penetration voids with like materials and paint to match existing construction.

O. Where required, provide and coordinate removal and re-installation of existing equipment. Take care to protect materials and equipment indicated for reuse. Contractor shall repair or replace items which are damaged. Contractor shall have Owner's representative present to confirm condition of equipment prior to demolition.

P. Before demolition begins, and in the presence of the Owners representative, test and note all deficiencies in all existing systems affected by demolition but not completely removed by demolition. Provide a copy of the list of system deficiencies to the Owner and the Engineer. Videotape existing conditions in each space prior to beginning demolition work.

Q. The Owner shall have the first right of refusal for all fixtures, devices and equipment removed by the Contractor.

R. All devices and equipment designated by the Owner to remain the property of the Owner shall be moved and stored by the Contractor at a location on site as designated by the Owner. It shall be the Contractor's responsibility to store all devices and equipment in a safe manner to prevent damage while stored.

S. All existing equipment refused by the Owner shall become the property of the Contractor and shall be removed from the site by the Contractor in a timely manner and disposed of in a legal manner.

T. Work Abandoned in Place: cut and remove underground pipe a minimum of 2 inches beyond face of adjacent construction. Cap and patch surface to match existing finish.

U. Temporary Disconnection: Remove, store, clean, reinstall, reconnect, and make operational equipment indicated for relocation.

V. Terminate services and utilities in accordance with local laws, ordinances, rules and regulations.

W. Where hydronic system piping and equipment is removed, Contractor shall be responsible for proper disposal of all contained fluids containing glycol (ethylene or propylene), hazardous waste and water treatment chemicals. Contractor shall include in his bid all associated costs with the removal, testing, and disposal of hydronic system fluid in accordance with EPA, Health Department, and the Local Authority Having Jurisdiction.

1.15 DRIVE GUARDS

A. Provide safety guards on all exposed belt drives, motor couplings, and other rotating machinery. Provide fully enclosed guards where machinery is exposed from more than one direction.

B. When available, guards shall be factory fabricated and furnished with the equipment. Otherwise fabricate guards of heavy gauge steel, rigidly braced, removable, and finish to match equipment served. Provide openings for tachometers. Guards shall meet local, State and O.S.H.A. requirements.

1.16 VIBRATION ISOLATION

A. Furnish and install vibration isolators, flexible connections, supports, anchors and/or foundations required to prevent transmission of vibration from equipment, piping or ductwork to building structure. See Division 23 Section, “Vibration Control for HVAC, Plumbing and Fire Protection Equipment”.

1.17 ALTERNATES

A. Refer to Division 01 Section, “Alternates” for description of work under this section affected by alternates.

1.18 DEFINITIONS

A. *Approve* - to permit use of material, equipment or methods conditional upon compliance with contract documents requirements.

B. *Furnish and install* or *provide* means to supply, erect, install, and connect to complete for readiness for regular operation, the particular work referred to.

C. *Contractor* means the mechanical contractor and any of his subcontractors, vendors, suppliers, or fabricators.

D. *Piping* includes pipe, all fittings, valves, hangers, insulation, identification, and other accessories relative to such piping.

E. *Ductwork* includes duct material, fittings, hangers, insulation, sealant, identification and other accessories

F. *Concealed* means hidden from sight in chases, formed spaces, shafts, hung ceilings, or embedded in construction.

G. *Exposed* means not installed underground or *concealed* as defined above.

H. *Invert Elevation* means the elevation of the inside bottom of pipe.

I. *Finished Spaces*: Spaces other than mechanical and electrical equipment rooms, furred spaces, pipe and duct shafts, unheated spaces immediately below roof, spaces above ceiling, unexcavated spaces, crawl spaces, and tunnels.

J. *Review* - limited observation or checking to ascertain general conformance with design concept of the work and with information given in contract documents. Such action does not constitute a waiver or alteration of the contract requirements.

1.19 MINIMUM EFFICIENCY REQUIREMENTS

A. All heating, ventilating, and air conditioning equipment shall be manufactured to provide the minimum efficiency requirements as specified in ASHRAE Standard 90.1, latest edition.

B. All piping, ductwork, and equipment insulation shall comply with ASHRAE Standard 90.1, latest edition.

C. All mechanical devices, controls, accessories, and components shall be manufactured to provide the minimum efficiency requirements as specified in ASHRAE Standard 90.1, latest edition.

1.20 SYSTEM INTEGRATION

A. For all HVAC equipment specified to be provided with packaged controls and interfaced with the automatic temperature control system, provide system integration between the equipment manufacturer and the automatic temperature control subcontractor.

B. HVAC equipment submittals requiring system integration as defined above must identify all required system integration points.

C. HVAC equipment manufacturers must coordinate with ATC subcontractor regarding system integration prior to submitting on the equipment.

D. A system integration meeting must be arranged by the Mechanical Contractor and include, but not be limited to the systems integrator for the HVAC equipment manufacturer and the ATC Subcontractor. This portion of systems integration must occur prior to HVAC equipment being delivered to the project.

E. Once the HVAC equipment is on site, a second systems integration meeting must be arranged by the Mechanical Contractor to coordinate the packaged controls with the ATC system. The HVAC equipment manufacturer's representative familiar with system integration and the ATC subcontractor familiar with programming must be present.

F. A final system integrations meeting shall occur once all equipment is in place and ready for operation. The Mechanical Contractor, the HVAC equipment systems' integrator, and the ATC Subcontractor shall meet on site to jointly program, schedule, verify points, interlock devices, and fully set up all systems integration components.

G. All systems integration coordination, programming, and graphics must be completed prior to requesting commissioning and/or inspections by the Engineer of Record.

PART 2 ELECTRICAL REQUIREMENTS

2.1 GENERAL MOTOR AND ELECTRICAL REQUIREMENTS

A. Furnish and install control and interlock wiring for the equipment furnished. In general, power wiring and motor starting equipment will be provided under Division 26. Carefully review the contract documents to coordinate the electrical work under Division 23 with the work under Division 26. Where the electrical requirements of the equipment furnished differ from the provisions made under Division 26, make the necessary allowances under Division 23. Where no electrical provisions are made under Division 26, include all necessary electrical work under Division 23.

B. All electrical work performed under Division 23 shall conform to the applicable requirements of Division 26 and conforming to the National Electrical Code. All wiring, conduit, etc., installed in ceiling plenums must be plenum rated per NFPA and the International Building Code.

C. Provide wiring diagrams with electrical characteristics and connection requirements.

D. Test Reports: Indicate test results verifying nominal efficiency and power factor for three phase motors larger than five (5) horsepower.

E. Protect motors stored on site from weather and moisture by maintaining factory covers and suitable weatherproof covering. For extended outdoor storage, remove motors from equipment and store separately.

F. All motors shall be furnished with visible nameplate indicating motor horsepower, voltage, phase, cycles, RPM, full load amps, locked rotor amps, frame size, manufacturer's name and model number, service factor, power factor and efficiency.

G. Nominal efficiency and power factor shall be as scheduled at full load and rated voltage when tested in accordance with IEEE 112.

H. Brake horsepower load requirement at specified duty shall not exceed 85 percent of nameplate horsepower times NEMA service factor for motors with 1.0 and 1.15 service factors.

I. All single phase motors shall be provided with thermal protection: Internal protection shall automatically open power supply circuit to motor when winding temperature exceeds a safe value calibrated to temperature ratings of motor insulation. Thermal protection device shall automatically reset when motor temperature returns to normal range, unless otherwise indicated.

2.2 MOTORS AND CONTROLS

A. Motors and controls shall conform to the latest requirements of IEEE, NEMA, NFPA-70 and shall be UL listed. Motor sizes are specified with the driven equipment. Motor starting and control equipment is specified either with the motor which is controlled or in an electrical specification section. The Contractor is advised to consult all specification sections to determine responsibility for motors and controls.

B. Motors shall be designed, built and tested in accordance with the latest revision of NEMA Standard MG l.

C. Motors used with variable-frequency controllers shall have ratings, characteristics, and features coordinated with and approved by the variable frequency controller (drive) manufacturer. As a minimum the following shall apply to variable frequency controlled motors:

1. Motors shall be manufactured to withstand peak voltages of 1600 volts with .1 microsecond rise time per NEMA MG-1.

2. Critical vibration frequencies of motor shall not be within operating range of variable frequency controller output.

3. Temperature rise: Match rating for Class B insulation.

4. Insulation: Class F.

5. Thermal Protection: Conform to MG1 requirements for thermally protected motors.

D. Motors shall be suitable for use under the conditions and with the equipment to which applied, and designed for operation on the electrical systems specified or indicated.

1. Motor capacities shall be such that the horsepower rating and the rated full-load current will not be exceeded while operating under the specified operating conditions. Under no condition shall the motor current exceed that indicated on the nameplates.

2. Motor sizes noted in the individual equipment specifications are minimum requirements only. It is the responsibility of the equipment manufacturers and of the Contractor to furnish motors, electrical circuits and equipment of ample capacity to operate the equipment without overloading, exceeding the rated full-load current, or overheating at full-load capacity under the most severe operating service of this equipment. Motors shall have sufficient torque to accelerate the total WR^2 of the driven equipment to operating speed.

3. Motors shall be continuous duty type and shall operate quietly at all speeds and loads.

4. Motors shall be designed for operation on 60 hertz power service. Unless otherwise specified or shown, motors less than ½ horsepower shall be single phase, and motors ½ horsepower and larger shall be 3 phase unless otherwise noted.

5. Motors shall be mounted so that the motor can be removed without removing the entire driven unit.

E. Single phase motors, smaller than 1/20 horsepower shall be ball or sleeve bearing; drip-proof, totally enclosed or explosion proof, as specified; 120 volts; permanent-split capacitor or shaded pole type. These motors shall not be used for general power purposes, and shall only be provided as built-in components of such mechanical equipment as fans, unit heaters, humidifiers and damper controllers. When approved by

the Engineer, deviations from the specifications will be permitted as follows:

1. Open motors may be installed as part of an assembly where enclosure within a cabinet provides protection against moisture.

2. Motors used in conjunction with low voltage control systems may have a voltage rating less than 115 volts.

F. Single phase motors, greater than 1/20 horsepower and less than ½ horsepower shall be ball bearing; drip-proof, totally enclosed or explosion proof, as specified, with Class A or B insulation, as standard with the motor manufacturer; 115 or 120/208/240 volts as required; capacitor start-induction run, permanent split capacitor, or repulsion start-induction run type with minimum efficiency of 70 percent and a minimum full load power of 77 percent.

G. Except as otherwise specified in the various specification sections, 3 phase motors 60 horsepower and smaller shall be NEMA design B squirrel cage induction type meeting the requirements of this paragraph. Motors shall be drip-proof, totally enclosed or explosion proof, as specified or indicated. Insulation shall be Class B or F, at 40 degrees C ambient temperature. Drip-proof motors shall have a 1.15 service factor and totally enclosed and explosion proof motors shall have a service factor of 1.00 or higher. Motors specified for operation at 480, 240, and 208 volts shall be nameplated 460, 230, 200 volts, respectively. Efficiencies and percent power factor at full load for three phase motors shall be not less than the values listed below for premium efficiency motors:

MOTOR NAMEPLATE	MINIMUM PERCENT EFFICIENCY AT NOMINAL SPEED AND RATED LOAD	MINIMUM PERCENT POWER FACTOR
1HP and above to	85.5 percent	84 percent
1-½ HP	86.5 percent	85 percent
2HP	86.5 percent	85 percent
3HP	89.5 percent	86 percent
5HP	89.5 percent	87 percent
7½ HP	91 percent	86 percent
10HP	91.7 percent	85 percent
15HP	93.0 percent	85 percent

H. Three phase motors ½ HP or greater shall be the Duty Master XE by Reliance Electric Company, Super-E Premium Efficiency of Baldor Motor and Drives, E-plus Efficient Standard Duty Motor of the Electric Motor Division of Gould, Inc., the MAC II High Efficiency motor of Westinghouse Electric Corp., the equivalent product of General Electric, or approved equal.

I. For motors serving equipment being controlled by a variable speed drive, motor shall be

premium efficiency inverter duty rated.

J. Motor frames shall be NEMA Standard T-Frames of steel, aluminum, or cast iron with end brackets of cast-iron or aluminum with steel inserts.

K. Control of each motor shall be manual or automatic as specified for each in the various mechanical sections. In general, and unless otherwise specified for a particular item in the various mechanical sections of the specifications, motor starters and controls shall be specified and provided under the various electrical sections of these specifications.

2.3 MOTOR INSTALLATION

A. Install in accordance with manufacturer's instructions.

B. Install securely on firm foundation. Mount ball bearing motors to support shaft regardless of shaft position.

C. Check line voltage and phase and ensure agreement with nameplate. Check that proper thermal overloads have been installed prior to operating motors.

D. Use adjustable motor mounting bases for belt-driven motors.

E. Align pulleys and install belts.

F. Tension belts according to manufacturer's written instructions.

2.4 WIRING DIAGRAMS

A. The Contractor is responsible for obtaining and submitting wiring diagrams for all major items of equipment and control panels.

B. Wiring diagrams shall be provided with shop drawings for all equipment requiring electric power.

C. Provide wiring diagrams for all major mechanical items of equipment to electrical contractor and ATC subcontractor for coordination.

2.5 VARIABLE FREQUENCY DRIVE MOTOR BEARING PROTECTIVE RINGS:

A. For all motors driven by a variable frequency PWM drive include a maintenance free, circumferential, conductive micro fiber shaft grounding ring to discharge shaft currents. Grounding rings shall be manufactured by AEGIS SGR or approved equal.

B. Furnish units with one year warranty.

C. Size and select Bearing Protective Rings per the manufacturer requirements based on the motor size, shaft diameter, and shaft shoulder length. For motors with slingers furnish and install NEMA /IEC kit as required.

D. Furnish and apply Colloidal silver shaft coating to all shafts with Bearing Protective Rings to improve shaft voltage discharge capability.

PART 3 EXECUTION

3.1 EQUIPMENT INSTALLATION - COMMON REQUIREMENTS

A. Install equipment to provide maximum possible headroom, if mounting heights are not indicated.

B. Install equipment according to approved submittal data. Portions of the work are shown only in diagrammatic form. Refer conflicts to Engineer.

C. Install equipment level and plumb, parallel and perpendicular to other building systems and components in exposed interior spaces, unless otherwise indicated.

D. Install mechanical equipment to facilitate service, maintenance, and repair or replacement of components. Connect equipment for ease of disconnecting, with minimum interference to other installations. Extend grease fittings to accessible locations.

E. Install equipment giving right of way to piping installed at required slope.

F. Install flexible connectors on equipment side of shutoff valves, horizontally and parallel to equipment shafts if possible.

3.2 SUPPORTS, HANGERS AND FOUNDATIONS

A. Provide supports, hangers, braces, attachments and foundations required for the work. Support and set the work in a thoroughly substantial and workmanlike manner without placing strains on materials, equipment, or building structure, submit shop drawings for approval. Coordinate all work with the requirements of the structural division.

B. Supports, hangers, braces, and attachments shall be standard manufactured items or fabricated structural steel shapes. All interior hangers shall be galvanized or steel with rust inhibiting paint. For un-insulated copper piping provide copper hanger to prevent contact of dissimilar metals. All exterior hangers shall be constructed of stainless steel utilizing stainless steel rods, nuts, washers, bolts, etc.

C. Concrete housekeeping pads and foundations shall be not less than 4 inches high and shall extend a minimum of 6 inches beyond equipment bases. Provide wire-mesh reinforcement; chamfer exposed edges and corners; and finish exposed surfaces smooth.

D. Where new concrete housekeeping pads are placed on existing concrete, saw cut the existing concrete to the perimeter dimension of the new pad to a depth of ½ inch. Break out the top ½ inch area of the existing concrete. Add *stubs* of #4 rebar angled into the existing concrete at a depth of approximately 50 percent of the existing slab thickness. The top portion of the rebar *stub* shall extend into the new pad by approximately 50 percent of its thickness. Furnish one rebar stub per every two square feet of new pad. Chemically bond the new concrete to the existing concrete.

3.3 PAINTING AND FINISHES

A. Provide protective finishes on all materials and equipment. Use coated or corrosion-resistant materials, hardware and fittings throughout the work. Paint bare, untreated ferrous surfaces with rust-inhibiting paint. All exterior components including supports, hangers, nuts, bolts, washers, vibration isolators, etc. shall be stainless steel.

B. Clean surfaces prior to application of insulation, adhesives, coatings, paint, or other finishes.

C. Provide factory-applied finishes where specified. Unless otherwise indicated factory-applied paints shall be baked enamel with proper pretreatment.

D. Protect all finishes and restore any finishes damaged as a result of work under Division 23 to their original condition.

E. The preceding requirements apply to all work, whether exposed or concealed.

F. Remove all construction marking and writing from exposed equipment, ductwork, piping and building surfaces. Do not paint manufacturer's labels or tags.

G. All exposed ductwork, piping, equipment, etc. shall be painted. Colors shall be as stated in this division or as selected by the Owner and conform to ANSI Standards.

H. All exposed ductwork, piping, equipment, etc. in finished spaces shall be painted. Colors shall be as selected by the Engineer and conform to ANSI Standards.

I. All exposed ductwork, piping, equipment, etc., in Mechanical Rooms, Boiler Rooms, where PVC jacketed shall not require painting. Label and identify and color code as specified.

3.4 CLEANING OF SYSTEMS

A. Thoroughly clean systems after satisfactory completion of pressure tests and before permanently connecting fixtures, equipment, traps, strainers, and other accessory items. Blow out and flush piping until interior surfaces are free of foreign matter.

B. Flush piping in re-circulating water systems to remove cutting oil, excess pipe joint compound, solder slag and other foreign materials. Do not use system pumps until after cleaning and flushing has been accomplished to the satisfaction of the Engineer. Employ chemical cleaners, including a non-foaming detergent, not harmful to system components. After cleaning operation, final flushing and refilling, the residual alkalinity shall not exceed 300 parts per million. Submit a certificate of completion to Engineer stating name of service company used.

C. Maintain strainers and dirt pockets in clean condition.

D. Clean fans, ductwork, enclosures, and flues at completion of work.

E. Pay for labor and materials required to locate and remove obstructions from systems that are clogged with construction refuse after acceptance. Replace and repair work disturbed during removal of obstructions.

F. Leave systems clean, and in complete running order.

3.5 COLOR SELECTION

A. Color of finishes shall be as selected by the Engineer.

B. Submit color of factory-finished equipment for acceptance prior to ordering.

3.6 PROTECTION OF WORK

A. Protect work, material and equipment from weather and construction operations before and after installation. Properly store and handle all materials and equipment.

B. Cover temporary openings in piping, ductwork, and equipment to prevent the entrance of water, dirt, debris, or other foreign matter. Deliver pipes and tubes with factory applied end caps.

C. Cover or otherwise protect all finishes.

D. Replace damaged materials, devices, finishes and equipment.

E. Protect stored pipes and tubes from moisture and dirt. Elevate above grade. Do not exceed structural capacity of floor, where stored inside.

3.7 OPERATION OF EQUIPMENT

A. Clean all systems and equipment prior to initial operation for testing, balancing, or other purposes. Lubricate, adjust, and test all equipment in accordance with manufacturer's instructions. Do not operate equipment unless all proper safety devices or controls are operational. Provide all maintenance and service for equipment that is authorized for operation during construction.

B. Where specified, or otherwise required, provide the services of the manufacturer's factory-trained servicemen or technicians to start up the equipment. Where factory start-up of equipment is not specified, provide field start-up by qualified technician.

C. Submit factory start-up sheets or field start-ups sheets for all equipment prior to the commencement of testing and balancing work. Testing and balancing work shall not commence until start-up reports have been completed, reviewed by Engineer and forwarded to Testing and Balancing Agency.

D. Do not use mechanical systems for temporary services or temporary conditioning during construction, unless approved by Owner in writing. Refer to Division 01 Section "Temporary Facilities and Controls" for temporary heating/cooling during construction.

E. Upon completion of work, clean and restore all equipment to new conditions; replace expendable items such as filters.

3.8 DEMONSTRATION AND TRAINING VIDEO RECORDINGS

A. General: Engage a videographer to record demonstration and training video recordings. Record each training module separately.

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

B. Video Recording Format: Provide high-quality color video recordings with menu navigation in format acceptable to Engineer

C. Recording: Mount camera on tripod before starting recording, unless otherwise necessary to show area of demonstration and training. Display continuous running time.

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

E. Transcript: Provide a transcript of the narration. Display images and running time captured from videotape opposite the corresponding narration segment.

3.9 IDENTIFICATIONS, FLOW DIAGRAMS, ELECTRICAL DIAGRAMS AND OPERATING INSTRUCTIONS

A. Contractor shall submit for approval schematic piping diagrams of each piping system installed in the building. Diagrams shall indicate the location and the identification number of each valve in the particular system. Following approval by all authorities, the diagrams shall be framed, mounted under safety glass and hung in each Mechanical Room where directed. Contractor shall deliver the tracing or sepia from which the diagrams were reproduced to the Owner.

B. All valves shall be plainly tagged. For any bypass valves, install sign indicating valve position as “Normally Open” or “Normally Closed” as required.

C. All items of equipment, including motor starters, disconnects and ATC panels shall be furnished with white on black plastic permanent identification cards. Lettering shall be a minimum of ¼ inch high. Identification plates shall be secured, affixed to each piece of equipment, starters, disconnects, panels by screw or adhesive (tuff bond #TB2 or as approved equal).

D. Provide six (6) copies of operating and maintenance instructions for all principal items of equipment furnished. This material shall be bound as a volume of the *Record and Information Booklet* as hereinafter specified.

E. All lines piping and ductwork installed under this contract shall be stenciled with *direction of flow* arrows and with stenciled letters naming each pipe and ductwork and service. Refer to Division 23 Section, “HVAC Piping, Fittings, Valves, Etc.” and Division 23 Section, “HVAC Air Distribution”. Color-code all direction of flow arrows and labels. In finished spaces omit labeling and direction of flow arrows. Paint in color as selected by Engineer.

F. Submit list of wording, symbols, letter size, and color coding for mechanical identification. Submit samples of equipment identification cards, piping labels, ductwork labels, and valve tags to Engineer for review prior to installation.

G. Provide at least 8 hours of straight time instruction to the operating personnel. Time of instruction shall be designated by the Owner. Additional instruction time for the automatic temperature control (ATC) system is specified in Division 23 Section, “Instrumentation & Controls of HVAC & Plumbing Systems”.

H. Contractor shall demonstrate Sequences of Operation of all equipment in presence of Owner’s representative, Engineer, and ATC subcontractor.

3.10 WALL AND FLOOR PENETRATION

A. All penetrations of partitions, ceilings, roofs and floors by ducts, piping or conduit under Division 23 shall be sleeved, sealed, and caulked airtight for sound and air transfer control. Penetrations of mechanical room partitions, ceilings, and floors shall be as specified in Division 23 Section, “Vibration Control for HVAC, Plumbing and Fire Protection Equipment”.

B. All penetration of fire rated assemblies shall be sleeved, sealed, caulked and protected to maintain the rating of the wall, roof, or floor. Fire Marshal approved U.L. assemblies shall be utilized. See Division 07 Section, “Fire Protection, HVAC & Plumbing Penetration Firestopping”.

C. Where piping extends through exterior walls or below grade, provide waterproof pipe penetration seals, as specified in another division of these specifications.

D. Provide pipe escutcheons and duct flanges for sleeved pipes and ducts in finished areas.

E. Piping sleeves:

1. Galvanized steel pipe, standard weight where pipes are exposed and roofs and concrete and masonry walls. On exterior walls provide anchor flange welded to perimeter.

2. Twenty-two (22) gauge galvanized steel elsewhere.

F. Ductwork sleeves: 20 gauge galvanized steel.

3.11 RECORD DRAWINGS

A. Upon completion of the mechanical installations, the Contractor shall deliver to the Engineer one complete set of prints of the mechanical contract drawings which shall be legibly marked in red pencil to show all changes and departures of the installation as compared with the original design. They shall be suitable for use in preparation of Record Drawings.

B. Contractor shall incorporate all sketches, addendums, value engineering, change orders, etc., into record drawings prior to delivering to Engineer.

3.12 WARRANTY

A. Contractor's attention is directed to warranty obligations contained in the GENERAL

CONDITIONS.

B. The above shall not in any way void or abrogate equipment manufacturer's guarantee or warranty. Certificates of equipment manufacturer's warranties shall be included in the operations and maintenance manuals.

C. The Contractor guarantees for a two year period from the time of final acceptance by the Owner.

1. That the work contains no faulty or imperfect material or equipment or any imperfect, careless, or unskilled workmanship.

2. That all work, equipment, machines, devices, etc. shall be adequate for the use to which they are intended, and shall operate with ordinary care and attention in a satisfactory and efficient manner.

3. That the contractor will re-execute, correct, repair, or remove and replace with proper work, without cost to the Owner, any work found to be deficient. The contractor shall also make good all damages caused to their work or materials in the process of complying with this section.

4. That the entire work shall be water-tight and leak-proof.

3.13 LUBRICATION

A. All bearings, motors, and all equipment requiring lubrication shall be provided with accessible fittings for same. Before turning over the equipment to the Owner, the Contractor shall fully lubricate each item of equipment, shall provide one year's supply of lubricant for each, and shall provide Owner with complete written lubricating instructions, together with diagram locating the points requiring lubrication. Include this information in the Record and Information Booklet.

B. In general, all motors and equipment shall be provided with grease lubricated roller or ball bearings with Alemite or equal accessible or extended grease fittings and drain plugs.

3.14 OPERATIONS AND MAINTENANCE MANUALS

A. The Contractor shall have prepared three (3) copies of the Record and Information Booklet and deliver these copies of the booklet to the Owner. The booklet shall be as specified herein. The booklet must be approved and will not be accepted as final until so stamped.

B. The booklet shall be bound in a three-ring loose-leaf binder similar to National No. 3881 with the following title lettered on the front: *Operations and Maintenance Manuals – Hodgson VoTech HS Boiler Burner Replacement - HVAC.* No sheets larger than 8-1/2 inches x 11 inches shall be used, except sheets that are neatly folded to 8-1/2 inches x 11 inches and used as a pull-out. Provide divider tabs and table of contents for organizing and separating information.

C. Provide the following data in the booklet:

1. As first entry, an approved letter indicating the starting/ending time of Contractor's warranty period.
2. Maintenance operation and lubrication instructions on each piece of equipment furnished.
3. Complete catalog data on each piece of heating equipment furnished including approved shop drawing.
4. Manufacturer's extended limited warranties on equipment including but not limited to boiler burners.
5. Chart form indicating frequency and type of routine maintenance for all mechanical equipment. The chart shall also indicate model number of equipment, location and service.
6. Provide sales and authorized service representatives names, address, and phone numbers of all equipment and subcontractors.
7. Provide supplier and subcontractor's names, address, and phone number.
8. Catalog data of all equipment, valves, etc. shall include wiring diagrams, parts list and assembly drawing.
9. Provide and install in locations as directed by the Owner, valve charts including valve tag number, valve type, valve model number, valve manufacturer, style, service and location. Each valve chart shall be enclosed in a durable polymer based frame with a cover safety glass.
10. Copy of the approved balancing report.
11. ATC systems including as-built ATC drawings of systems including internal of all panels.
12. Approved Boiler Inspector and Electrical Certificates.
13. Start-up reports for equipment.
14. Insert color graphic with embedded parameters for ATC system into record and information booklet.

D. Submit Record and Information Booklets prior to anticipated date of substantial completion for Engineer review and approval. Substantial completion requires that Record and Information booklets be reviewed and approved.

3.15 PIPING SYSTEMS TESTING

A. The entire new HVAC piping systems shall be tested hydrostatically before insulation covering is applied and proven tight under the following gauge pressures for a duration of four (4) hours. Testing to be witnessed by Owner's representative and documented in writing.

SYSTEM	**TEST PRESSURE**
Heating Water Supply & Return Piping	100 psi
Gas Piping	100 psig
Fuel Oil Piping	50 psig
Compressed Air Piping	150 psi

B. Testing and acceptance thereof shall be in accordance with local requirements and shall meet approval of authority having jurisdiction. Submit certificates and approved permits and insert one (1) copy in the *Operations and Maintenance Manuals*.

3.16 EQUIPMENT BY OTHERS

A. This Contractor shall make all system connections required to equipment furnished and installed under other divisions or furnished by the Owner. Connections shall be complete in all respects to render this equipment functional to its fullest intent.

B. It shall be the responsibility of the supplier of this equipment to furnish complete instructions for connections. Failure to do so will not relieve this contractor of any responsibility for improper equipment operation.

3.17 ADDITIONAL BELTS

A. One complete set of additional belts shall be turned over to the owner upon final acceptance of the building by the owner. Provide correspondence to the Engineer (copy) documenting that additional belts have been turned over to Owner.

B. All belts shall be tagged and identified for equipment served. Furnish filters in protection wrap.

3.18 OUTAGES

A. Provide a minimum of fourteen (14) days notice to schedule outages. The Contractor shall include in their bid outages and/or work in occupied areas to occur on weekends, holidays, or at night. Coordinate and get approval of all outages with the Owner.

B. Submit *Outage Request form*, attached at end of this Section, to Owner for approval.

END OF SECTION

OUTAGE REQUEST

DATE APPLIED: _____BY: _____

DATE FOR OUTAGE: _____ FIRM: _____

START OUTAGE-TIME: _____ DATE:_____

END OUTAGE -- TIME: _____ DATE:_____

AREAS AND ROOMS: _____

FLOOR(S): _____

AREA(S): _____

ROOM(S): _____

WORK TO BE PERFORMED: _____

SYSTEM(S): _____

REQUEST APPROVED BY: _____

(FOREMAN OR OTHER PERSON IN CHARGE)

(FOR OWNER'S USE ONLY):

APPROVED: _____

YES _____ NO ____ BY: _____DATE: _____

DATE/TIME-AS REQUESTED: _____ OTHER : _____

OWNER'S PRESENCE REQUIRED: _____

YES: ____ NO: ____ NAME: _____

POINT OF CONTACT: _____ PHONE: _____

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HVAC PIPING, FITTINGS AND VALVES
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SECTION 230505 - HVAC PIPING, FITTINGS AND VALVES

PART 1 GENERAL

1.1 SUMMARY

A. The conditions of the contract and other general requirements apply to the work specified in this section. All work under this section shall also be subject to the requirements of Division 23 Section, *Common Work Results for HVAC* and Division 01, *General Requirements*.

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

1.2 SYSTEM DESCRIPTION CONDITIONS

A. Provide all labor and materials necessary to furnish and install all piping systems on this project as herein specified and/or shown on the drawings. Final connections to equipment furnished in other sections of the specifications shall be included under this section.

B. Where more than one piping system material is specified, ensure system components are compatible and joined to ensure the integrity of the system is not jeopardized. Provide necessary joining fittings. Ensure flanges, union, and couplings for servicing are consistently provided.

C. Use unions, flanges, and couplings downstream of valves and at equipment or apparatus connections. Do not use direct welded or threaded connections to valves, equipment or other apparatus.

D. Use non-conducting dielectric connections whenever jointing dissimilar metals in open systems.

E. Provide pipe hangers and supports in accordance with ASTM B31.9 and MSS SP69 unless indicated otherwise.

F. Use spring loaded "silent" check valves on discharge of all pumps.

G. Use 3/4 inch (20 mm) ball valves with cap and chain for drains at main shut-off valves, low points of piping, bases of vertical risers, and at equipment. Pipe to nearest floor drain.

H. At all runout piping serving equipment, use swing joints with elbows to prevent excessive movement of piping due to expansion.

1.3 QUALITY ASSURANCE

A. Valves: Manufacturer's name and pressure rating marked on valve body.

B. Welding Materials and Procedures: Conform to ASME Code and applicable state labor regulation. Provide certificate of compliance from authority having jurisdiction indicating approval of welders.

C. Welders Certification: In accordance with ASME Section 9.

D. All grooved joint couplings, fittings, valves, and specialties shall be the products of a single manufacturer. Grooving tools shall be of the same manufacturer as the grooved components.

1. All castings used for coupling housings, fittings, and valve bodies shall be date stamped for quality assurance and traceability.

E. Maintain one copy of each document on site.

1.4 DELIVERY, STORAGE AND HANDLING

A. Deliver, store, protect and handle products to site under as hereinbefore specified.

B. Accept valves on site in shipping containers with labeling in place. Inspect for damage.

C. Provide temporary protective coating on cast iron and steel valves.

D. Provide temporary end caps and closures on piping and fittings. Maintain in place until installation.

E. Protect piping systems from entry of foreign materials by temporary covers, completing sections of the work, and isolating parts of completed systems.

1.5 EXTRA MATERIALS

A. Provide one (1) repacking kit for each size valve.

1.6 ALTERNATES

A. Refer to Division 01 Section, “Alternates” for description of work under this section affected by alternates.

PART 2 PRODUCTS

2.1 PIPE MATERIALS

A. All materials, unless otherwise specified, shall be new and of the best quality of their respective kinds, and shall conform to the requirements and ordinances of local, state and insurance authorities having jurisdiction.

1. Heating Water Supply & Return Piping:

a). Pipe: Schedule 40 Black steel pipe, ASTM A53
1-1/2 inch and smaller - Type F, ASTM A53 steel (CW) with threaded joints

2 inch and larger - Grade B, Type E, ASTM A53 steel (ERW) with welded, flanged or grooved joints.

b). Fittings & Joints: 2-1/2 inches & larger, schedule 40 wrought steel ASTM A234 Grade WPB or Std. B16.9 long radius welding; factory-fabricated

from ASTM A53 pipe; or ASTM A536 ductile iron; 2 inches & smaller 125 lb. std. cast iron screwed, ASTM Standard B16.4; or Vic-Press precision, cold drawn, stainless steel with elastomer O-ring seals. Joints shall be threaded or AWS D1.1 welded. Victaulic or approved equal grooved joints shall be acceptable.

c). Flanges: Wrought steel Class 150 welding neck. ASTM Standard B16.5.

d). Grooved Joint Couplings: MI or Two ductile iron housings, pressure responsive elastomer gasket, and ASTM A449 zinc electroplated steel bolts and nuts. Couplings shall comply with ASTM F1476 Standard Specification for the Performance of Gasketed Mechanical Couplings for Use in Piping Applications.

i. Rigid Type: Coupling housings shall be cast with offsetting, angle-pattern bolt pads to provide joint rigidity and support and hanging in accordance with ASNI B31.1 and B31.9.

a. Victaulic Style 107H, Installation-Ready or approved equal, for direct stab installation without field disassembly, with grade EHP gasket, suitable for water service to +250 degrees F.
b. Victaulic Style 07 “Zero-Flex” or approved equal.

ii. Flexible Type: For use in locations where vibration attenuation and stress relief are required, and for the elimination of flexible connectors. Victaulic Installation-Ready Style 177 or Style 77, or approved equal.
iii. 14” and Larger: AGS Series, with lead-in chamfer on housing key and wide width FlushSeal gasket. Victaulic Style W07 (rigid) and Style W77 (flexible), or approved equal.
iv. Flange adapters shall be suitable for direct connection to ANSI Class 125 or 150 flanged components. Victaulic Style 741/W741, or approved equal.
v. Rolled form grooves only. Cut grooves are prohibited.
vi. Verify gasket compatibility on Chemical Treatment piping.

e). Gate Valves: 2-1/2 inches & larger - IBBM, 150 lb. OS&Y grooved end or flanged; 2 inches & smaller - 150 lb. Bronze body bronze trim. Basis of Design: Victaulic Series 771V or approved equal.

For valves 4 inch and larger located in mechanical equipment spaces 10 feet-0 inch or greater above finished floor, valve shall have chain wheel operators with chains extending to within 6 feet-0 inch above finished floor. Chain wheels and guides shall be galvanized.

f). Ball Valves: Shut-off valves 2 inches and smaller shall be ball valves. Ball valves shall be 150 lbs, brass or bronze body, standard port, 2 piece body, TFE seats with bronze trim. Ball valves shall be VicPress end, threaded end or solder end as required to accommodate piping. Ball valves shall be as

manufactured by Victaulic, Conbraco, Crane, Apollo, Nibco, Watts or engineer approved equal.

g). Globe Valves: 2-1/2 inches & larger – IBBM 125 lb.std. flanged, with No. 1 disc; 2 inches & smaller - bronze 150 lb.std. screw ends, with #1 disc.

h). Check Valves: 2-1/2 inches & larger – IBBM or stainless steel trim, 125 lb.std. grooved end or flanged spring-assisted swing check suitable for vertical or horizontal installation, with metal disc; 2 inch & smaller - 125 lb. std. screwed. Provide "silent" spring loaded check valves at all pump discharges. Victaulic Series 716/W715 or approved equal.

i). Balancing Valves: Victaulic Series 377/365, DeZurik Series 100, Fig. 118 or approved equal, ductile iron or cast iron construction, stainless steel bearings, nickel seats (3 inches and larger) non-lubricated, eccentric plug with EPDM, chlorobutyl rubber or Bunz-N resilient faced plugs suitable for 230 degrees F, semi-steel screwed with fig. 159, removable lever and open. nut for valves 3 inches and smaller. For valves 4-inch and larger, provide gear operators and grooved ends or flanged connections. Provide chain operated valves for sizes 4-inches and larger located 10 feet-0 inches or more above finished floor. Chains shall extend to within 6 inch-0 inches above finished floor. All valves shall have adjustable memory stop. Chain wheel and guide shall be galvanized.

j). Butterfly Valves: Victaulic Vic300 MasterSeal/ AGS-Vic300, DeZurik, high performance or Keystone K-Loc, type with infinite position lever (for 3-inches and smaller) and pressure-responsive seat or double seat type and memory stop. Provide gear operator on valves 4-inches and larger.

i. Valve stem shall be stainless steel, and shall be offset from the disc centerline to provide complete 360 degree circumferential seating.

ii. Valve shall be rated to +250 deg F in sizes through 12-inches.

iii. Seat shall be elastomer, of a grade suitable for the intended service. The seat shall be pressure responsive in sizes through 12 inches.

iv. For valves 4 inches and larger located 10 feet-0 inches or more above finished floor shall be provided with chain operators with chains extending to within 6 feet-0 inches above finished floor. Chain wheel and guide shall be galvanized.

k). Extended Valve Stems: Provide and install round collar type extended valve stems on all valves installed in insulated piping. Valve stem and collar shall be selected to suit insulation thickness and maintain valve handles outside of insulation.

l). Alternate:

i. At contractors option all HVAC water supply and return lines may be copper type *L* (ASTM Std. B88) with wrought copper fittings (ASTM Std. B 16.22) with brazed or 95-5 silver solder joints lead and antimony based solders are prohibited and all bronze valves may be used on piping 2 inches and less in size.

2. Fuel Oil Piping:

a). Piping Above Grade: Fuel oil supply and return piping above grade shall be ASTM A53 or A120, Schedule 40, Black Steel.

b). Fittings & Joints: Above grade fittings shall be ASTM B16.3, malleable iron or ASTM A234. Forged steel welding type. Joints above grade shall be NFPA-30, threaded or welded to ANSI B31.1.

c). Couplings/Unions: Couplings shall be screw less, extra heavy wrought steel with recessed ends. Union shall comply with FS WW-U-531. Joint compound be shall be resistant to water and shall suitable for use with fuel containing 40 percent aromatics.

d). Valves:

i. Bronze, Gate Valves: MSS SP-80, Type 2, Class 200. Include ends threaded according to ASME B1.20.1. Solder ends may be furnished for use with copper tube.
ii. Bronze, Ball Valves: MSS SP-110; three-piece bolted-body; 400-psig-2750-kPa- minimum, WOG, nonshock, working-pressure rating. Include full-port, cast-bronze, chrome-plated bronze ball; PTFE seats; lever handle; and threaded ends according to ASME B1.20.1. Solder ends may be furnished for use with copper tube.
iii. Bronze, Check Valves: MSS SP-80, Type 3, Class 200. Include ends threaded according to ASME B1.20.1. Solder ends may be furnished for use with copper tube.
iv. Bronze, Vertical Ball Check Valves: ASTM B 61 or ASTM B 62, two-piece construction; and 400-psig 2750-kPa WOG, nonshock, working-pressure rating. Include integral bronze seats, replaceable stainless-steel ball, and threaded ends according to ASME B1.20.1.
v. Cast-Iron, Gate Valves: MSS SP-70, Type I, Class 250. Include OT construction, all-bronze trim, and flanged ends.
vi. Steel, Ball Valves: MSS SP-72; full-port, chrome-plated steel ball; TFE seats; and flanged ends.
vii. Cast-Iron, Check Valves: MSS SP-71, Type I, Class 250. Include flanged ends.
viii. UL Valves: UL 842, listed for fuel-oil service.

3. Gas Piping:

a). Pipe: Inside Building Above Ground: Schedule 40 uncoated black steel pipe, ASTMA 53 or A120.

b). Fittings & Joints: 150 lb. screwed malleable iron ASTM B16.3 with joints sealed with litharge and glycerin. Piping 2 ½ inches and larger and any concealed piping within walls must be welded, ASTM A24 forged steel welded type joints shall be threaded or welded to ANSI B31.1 or ASME Sec. 1.

c). Plug Valves: 2- ½ inches & larger ASME B16.38 and MSS SP-78 cast iron lubricated plug valves with 125 psig pressure rating, 3 turn type. Gas valves are prohibited above ceilings.

d). Cocks: 2 inches& smaller - bronze, Crane 270. AGA certified bronze body, plug type with bronze plug, ball type with chrome plated brass ball, for 5 psig or less gas. Include AGA stamp, flat or square head or lever handle, and threaded ends conforming to ASME B1.20.1

e). Ball Valves: Full flow, double seal, ball type with bronze body, Buna-N seals and O-ring packing, chrome plated brass ball and designed for working pressures up to 175 psig. Valves shall be 3 turn type. MSS SP-78, class 175 WOG.

f). Gas Vents: Install vent piping for gas pressure regulators and gas trains, extend outside building to a non-hazardous location away from any potential source of ignition, and vent to atmosphere. Pipe material shall be identical to gas piping here-in before specified. Terminate vents with turned down, reducing elbow fittings with corrosion-resistant insect screen in large end.

i. Finish: All gas piping downstream of regulator shall be primed and finished with two coats of rust resistant paint with pewter gray finish. Paint shall be two part epoxy-exterior paint as manufactured by Pittsburgh Paint, Themeco, or approved equal. Painting shall be provided under another Section of these Specifications.

3. Compressed Air:

a). Pipe: Standard weight steel pipe, Schedule 40, black, ASTMA A53 or A120; or Schedule 10S stainless steel, ASTM A312, with plain ends.

b). Fittings & Joints: 250 lb ASME B16.3 malleable iron fittings or ASTM A234, forged steel welding type. Joints shall be threaded or welded to ANSI B31.1 or ASME Section 1 requirements.

c). Stainless steel fittings shall be Vic-Press for Schedule 10S pipe. Fittings shall be precision, cold drawn, stainless steel with HNBR O-ring seals. Fittings rated for working pressure to 500-psi.

d). Ball Valve: Victaulic Series P569, Worcester ball valve Type X-411T, approved equal.

B. Steel pipe shall be similar and equal to National Tube Company, Grinnell, Republic, or Bethlehem black or zinc-coated (galvanized) as hereinafter specified. Pipe shall be free from all defects which may affect the durability for the intended use. Each length of pipe shall be stamped with the manufacturer's name.

C. Copper pipe shall be Revere, Anaconda or Chase with approved solder fittings.

D. Welding fittings for steel pipe shall meet the requirements of ASTM Standard A-23 and shall be standard catalog products. Fittings fabricated by metering and notching pipe will not be accepted.

2.2 PIPE HANGERS

A. All hangers for metallic piping shall be adjustable, wrought clevis type, or adjustable malleable split ring swivel type, having rods with machine threads. Hangers shall be Grinnell Company's Figure 260 for pipe ¾-inch and larger, and Figure 65 for pipe 2-inches and smaller, or approved equal. Adjustable pipe stanchion with U-bolt shall be Grinnell Company's Figure 191. Pipe roller supports shall be Grinnell's Figure 181 or Figure 271. Exterior pipe hangers shall be galvanized or stainless steel construction. For copper piping in direct contact with the hanger, hanger construction shall be copper coated to prevent contact of dissimilar metals similar to Grinnell's Figure CT-65. Hanger spacing and rod sizes for steel and copper pipe shall not be less than the following:

NOMINAL PIPE SIZE IN	STD. STEEL PIPE	MAXIMUM SPAN FT. COPPER TUBE	MINIMUM ROD DIAMETER INCHES OF ASTM A36 STEEL THREADED RODS
3/4 & 1	6	5	3/8
1 - ½	6	8	3/8
2	8	8	3/8
2 – ½	10	9	½
3	12	10	½
4	14	12	5/8
5	14	12	5/8
6	16	14	3/4
8	18	16	7/8
10	20	18	7/8
12	20	18	7/8

B. Anchors, guides, and roller supports shall be installed in accordance with the contract

drawings and manufacturer's recommendations to provide pipe support and control pipe movement for all piping systems. Anchors and guides shall be securely attached to the pipe support structure. Submit shop drawing for proposed pipe support structure for guides and anchors for approval of the Structural Engineer. Pipe alignment guides shall be Fig. 255 Grinnell, or as approved equal. Guides shall be sized to accommodate the pipe with insulation. Guides shall be steel factory, fabricated, with bolted two section outer cylinder and base for alignment of piping and two section guiding spider for bolting to pipe.

C. Hangers for pipe sizes ½ to 1 ½ inch (13 to 38 mm): Carbon steel, adjustable swivel, split ring.

D. Hangers for cold pipe sizes 2 inches (50 mm) and over: Carbon steel, adjustable, clevis.

E. Hangers for cold pipe sizes 2 to 4 inches (50 to 100 mm): Carbon steel, adjustable, clevis.

F. Hangers for cold pipe sizes 6 inches (150 mm) and over: adjustable steel yoke, cast iron roll, double hanger.

G. Multiple or Trapeze hangers: Steel channels with welded spacers and hanger rods.

H. Multiple or Trapeze hangers for hot pipe sizes 6 inches (150 mm) and over: Steel channels with welded spacers and hanger rod, cast iron roll.

I. Wall support for pipe sizes to 3 inches (76 mm): cast iron hook

J. Wall support for pipe sizes 4 inches (100 mm) and over: Welded steel bracket and wrought steel clamp.

K. Wall support for hot pipe sizes 6 inches (150 mm) and over: welded steel bracket and wrought steel clamp with adjustable steel yoke and cast iron roll.

L. Vertical Support: Steel riser clamp.

M. Floor support for cold pipe: Cast iron adjustable pipe saddle, lock nut, nipple, floor flange, and concrete pier or steel support.

N. Floor support for hot pipe sizes to 4 inches (100 mm): Cast iron adjustable pipe saddle, lock nut, nipple, floor flange, and concrete pier or steel support.

O. Floor support for hot pipe sizes 6 inches (150 mm) and over: Adjustable cast iron roll and stand, steel screws, and concrete pier or steel support.

P. Copper pipe support: Carbon steel ring, adjustable, copper plated.

Q. Hanger rods: Mild steel threaded both ends, threaded one end, or continuous threaded.

R. Inserts: Malleable iron case of galvanized steel shell and expander plug for threaded connection with lateral adjustment, top slot for reinforcing rods, lugs for attaching to forms; size inserts to suit threaded hanger rods.

2.3 VALVES

A. Provide parts list and assembly drawings (exploded view) for all valves in shop drawing submittals. Provide valves of the same type by the same manufacturer.

2.4 STRAINERS

A. Strainers shall be of the basket or "Y" type and shall be heavy and durable, constructed of ductile iron to ASTM A536 or the best grade gray iron with the bottoms drilled and plugged. Bodies shall have arrows clearly cast on the sides to show flow direction. Strainers shall be equipped with easily removable covers and brass sediment baskets made of stainless steel or brass not less than #22 gauge in thickness. Total area of basket perforations shall be not less than four times the cross section of the entering pipe. Flow shall be into basket, and then out through the perforations. Strainers shall be suitable for water or the intended fluid. Strainers 2 inches and smaller shall have threaded or solder ends, 2 inches and larger shall have flanged ends.

B. Strainer screens shall be stainless steel with perforations and shall be 1/16-inch for pipe sizes 5 inches and less, 1/8-inch (40 percent open area) perforations for pipe sizes 6-inch and greater.

C. Provide valved and capped (with chain) blowdowns in each strainer. Blowdown valves shall be Appolo 78-100/200 series or as approved equal.

D. Strainers shall be manufactured by Victaulic Style 732/W732, Watts, Mueller, Armstrong, Yarway, Spirax/Sarco or as approved equal.

2.5 UNIONS, FLANGES, AND COUPLINGS

A. Unions in steel pipe 2-inches and smaller shall be malleable iron with brass inserted seats designed for a working pressure of 150 psig.

B. Unions in copper pipe 2-inches and smaller shall be sweat fittings with bronze seats designed for a working pressure of 125 psig.

C. Unions in stainless steel pipe 2-inches and smaller shall be hexagonal threaded type stainless steel unions, with VicPress ends. Basis of Design: Victaulic Style P584.

D. Flanges for steel pipe over 2 inches shall be 150 psig, forged steel, slip on. Gaskets shall be 1/16 inch thick pre-formed neoprene.

E. Flanges for copper pipe over 2 inches shall be bronze. Gaskets shall be 1/16 inch thick preformed neoprene.

2.6 MANUAL AIR VENTS

A. Manual air vents shall be similar to the hereinafter specified gauge valves. Provide 1/4-inch size on ¾-inch pipe and smaller, ½ -inch size on 1-inch pipe and larger. Install at all high points of piping. Valves shall be Crane No. 88, or as approved equal, with threaded ends, bronze body, bronze or brass bonnet and bronze stem.

2.7 THERMOMETERS

A. Unless otherwise indicated, thermometers shall be ASTM E1, in a glass type, organic filled, 9-inch scale size, corrosion-resistant metal case, with "any-angle" mounting with positive locking device. Trerice Industrial Thermometers, Weksler Instruments, Ernst Gage Co., Miljoco, or approved equal. Insertion stem length shall suite the pipe size and configuration. Thermometer wells shall be brass with brass union hubs in copper and in ferrous piping. Where piping is insulated or otherwise covered, use wells with lagging extension. Where wells are installed in pipe tees at turns, increase pipe size so that well does not restrict flow. Accuracy shall be 2 percent.

B. Unless otherwise indicated, thermometer ranges shall be as follows:

1. Heating Water: 30 degrees Fahrenheit to 240 degrees Fahrenheit, 2 degrees Fahrenheit Division.

C. Provide heat conducting compound in wells.

D. At Contractor's option, light powered thermometers may be utilized in lieu of organic filled thermometers.

2.8 PRESSURE GAUGES

A. Unless otherwise indicated, pressure gauges shall be the bronze bourdon tube type, 4-1/2-inch dial, stem mounting, cast aluminum adjustable pointer, 1 percent accuracy over middle half of scale range, 1-1/2 percent over balance: Trerice Model 600C; Weksler Instruments, Ernst Gage Co., Miljoco, or as approved equal.

B. Gauges shall have pressure, vacuum, compound, or retard ranges as required, select ranges so that the normal readings are at the approximate midpoint and maximum system pressures do not exceed full scale.

C. Furnish and install a gauge valve at each pressure gauge. Gauge valves shall be Crane Model No. 88, Needle Valve, Ernst Gage Co. FLG 200, Wexler Instrument Corp. Type BBV4, or approved equal, rated for pressure intended.

D. Gauge connections for pressure gauges, thermometers, or control instruments shall be made using tee fittings, except that gauge connections up to 1-inch size in steel may be using threaded extra heavy pipe couplings welded directly to the main, provided that the main is at least 2-inch size for 2-inch connections, 3-inch size for 3/4-inch connections, and 4-inch size for 1-inch connections. Minimum gauge connection shall be 2-inch ips.

E. Provide snubbers on all gauges. Snubbers shall be No. 872 by Trerice, RS1/RS6 by Wexler Instruments, Miljoco or as approved equal.

2.9 FLOW METERS

A. Griswold disturbed flow measurement quickset flow meters shall be utilized in lieu of sentinel type flow meters. Units shall consist of a spun steel venturi welded into the pipe.

Disturbed fluid shall be channeled through the throat of the venturi with a multi-point Piezo Ring. Accuracy shall be ± 1% PSID with no straight pipe run required.

2.10 PIPING SPECIALTIES

A. Gas relief valve piping shall be sized and installed in accordance with the latest edition of ASME Boiler & Pressure Vessel Code, CSD-1 including amendments. Pipe material shall be as specified for gas piping. Gas relief valve piping material shall be the same as hereinbefore specified for gas piping.

2.11 ESCUTCHEONS

A. Provide chromium plated escutcheons properly fitted and secured with set screws on all exposed piping which passes through walls, floors or ceilings of finished spaces.

B. All escutcheon plates shall be chrome plated spun brass of plain pattern, and shall be set tight on the pipe and to the building surface. Plastic escutcheon plates will not be accepted.

2.12 DIELECTRIC CONNECTIONS:

A. Furnish and install electrically insulated dielectric waterway fittings, unions or flanges, as manufactured by Victaulic Company Style 47, EPCO Sales, Inc., or approved equal at the following locations:

1. Where steel piping systems join copper piping.

2. Where copper tube connects to steel vessels.

3. Avoid the installation of steel nipples, cast iron or steel valves and specialties, or other ferrous components in predominately copper piping systems. Where such installation is necessary, isolate the component with dielectric connections. Do not mix steel pipe and copper tube in the same run of pipe or in the same section of a piping system.

2.13 SLEEVES

A. Sleeves shall be provided around all pipes through walls, floors, ceilings, partitions, roof structure members or other building parts. Sleeves shall be standard weight galvanized iron pipe two sizes larger than the pipe or insulation so that pipe or insulation shall pass through masonry or concrete walls or floors. Provide 20 gauge galvanized steel sheet or galvanized pipe sleeves for all piping passing through frame walls.

B. Sleeves through walls and floors shall be sealed with a waterproof caulking compound.

2.14 GAS PRESSURE REGULATORS

A. Gas pressure regulators shall be as manufactured by Equimeter, Inc., Maxitrol Co., Rockwell, Fisher Controls, American Meter Co., or approved equal. Gas pressure regulators shall maintain a constant downstream pressure with a variable inlet pressure.

B. Gas pressure regulators shall comply with ANSI Z21.18 and shall be single stage, steel jacketed, corrosion-resistant type. Include atmospheric vent, elevation compensator, with threaded ends conforming to ASME B1.20.1 for 2 inch NPS and smaller and flanged ends for 2 ½ inch NPS and larger.

C. Each pressure regulator shall have an identification stamped on diaphragm cover and shall be painted AGA grey. Regulator inlet and outlet pressures, and flow volume in cubic feet per hour of specified gas are as indicated on the contract drawings.

D. Regulators installed exposed on roof or outside shall be designed and listed for outside installation.

PART 3 EXECUTION

3.1 GENERAL PIPING INSTALLATION REQUIREMENTS

A. All pipes shall be cut accurately to measurements established at the building, and shall be worked into place without springing or forcing, properly clearing all windows, doors and other openings. Excessive cutting or other weakening of the building structure to facilitate piping installation will not be permitted. All pipes shall be so installed as to permit free expansion and contraction without causing damage. All horizontal mains shall pitch down in the direction of flow with a grade of not less than 1 inch in 40 feet. All open ends of pipe lines, equipment, etc., shall be properly capped or plugged during installation to keep dirt or other foreign material out of the system. All pipes shall be run parallel with the lines of the building and as close to walls, columns and ceilings as may be practical, with proper pitch. All piping shall be arranged so as not to interfere with removal of other equipment on devices not to block access to doors, windows, manholes, or other access openings. Flanges or unions, as applicable for the type of piping specified, shall be provided in the piping at connections to all items of equipment, coils, etc., and installed so that there will be no interference with the installation of the equipment, ducts, etc. All valves and specialties shall be placed to permit easy operation and access and all valves shall be regulated, packed and glands adjusted at the completion of the work before final acceptance. All piping shall be installed so as to avoid air or liquid pockets throughout the work. Ends of pipe shall be reamed so as to remove all burrs.

B. All piping shall be graded to convey entrained air to high points where automatic air vents shall be provided. The size of supply and return pipes for each piece of equipment shall in no case be smaller than the outlets in the equipment.

C. All piping shall be run to provide a minimum clearance of 2-inches between finished covering on such piping and all adjacent work. Group piping wherever practical at common elevations.

D. All valves, strainers, caps, and other fittings shall be readily accessible.

E. Drain valves with hose connections shall be provided at low points for drainage of piping systems. Blow down valves shall be provided at the ends of all mains and branches so as to properly clean by blowing down the lines throughout in the direction of normal flow.

F. Discharge lines from all relief valves shall be piped to within 4-inches of floor and extend to

floor drains wherever floors are not pitched to drains. Pitch the relief valve piping away from the relief valve to issue that no fluid can be trapped in valve discharge. Support all relief valve piping to prevent exerting strain on the relief valve body. The end of the relief valve discharge piping shall not be threaded to prevent capping or plugging.

G. All branches from water mains shall be taken from the top of the supply mains at an angle of forty-five (45) degrees above the horizontal, unless otherwise directed. Branches feeding down shall be taken from the side or bottom of the main on water mains only. All connections shall be carefully made to insure unrestricted circulation, eliminate air pockets or trapped condensate, and permit the complete drainage of the system.

H. Cutoff valves shall be provided on each branch line from the mains on all heating/air conditioning lines.

I. Shut-off valves shall be installed at the inlet and outlet of each coil and piece of equipment to permit isolation for maintenance and repair. Units having multiple coils shall have separate valves for each coil.

J. Balancing valves shall be installed and where indicated on the drawings.

K. Unions shall be installed on all bypasses, ahead of all traps, at all connections to equipment, where shown on drawings or where required to facilitate removal of equipment whether shown or not.

L. Spring clamp plates (escutcheons) shall be provided where pipes are exposed in the building and run through walls, floors, or ceilings. Plates shall be chrome plated spun brass of plain pattern, and shall be set tight on the pipe and to the building surface.

M. If the size of any piping is not clearly evident in the drawings, the Contractor shall request instructions for the Engineer as to the proper sizing. Any changes resulting from the Contractor's failure to request clarification shall be at his expense. Where pipe size discrepancies or conflicts exist in the drawings, the larger pipe size shall govern.

N. Install all valves with stem upright or horizontal, not inverted.

O. Where pipe support members are welded to structural building framing, scrape, brush clean, weld and apply one coat of zinc rich primer.

P. Provide clearance for installation of insulation and access to valves and fittings.

Q. Protect piping systems from entry of foreign materials by temporary covers, completing sections of the work, and isolating parts of completed system.

R. All water containing pipes shall be routed clear of combustion air dampers and louvers to prevent freezing condition when dampers are open.

S. Provide manual air vents at top of piping systems.

3.2 THERMOMETER AND PRESSURE GAGE INSTALLATION REQUIREMENTS

A. Install thermometers and adjust vertical and tilted positions.

B. Install separable sockets in vertical position in piping tees where fixed thermometers are indicated.

1. Install with socket extending to one-third diameter of pipe.

2. Fill sockets with oil or graphite and secure caps.

C. Install pressure gages in piping tees with pressure-gage valve located on a pipe at most readable location.

D. Adjust faces of thermometer and gages to proper angle for best visibility.

E. Clean windows of thermometer and gages and clean factory-finished surfaces. Replace cracked and broken window, and repair scratched and marred surfaces with manufacturer's touch up paint.

3.3 VALVE INSTALLATION REQUIREMENTS

A. Examine piping system for compliance with requirements for installation tolerances and other conditions affecting performance of valves. Do not proceed with installation until unsatisfactory conditions have been corrected.

B. Examine valve interior for cleanliness, freedom from foreign matter, and corrosion. Remove special packing materials, such as blocks, used to prevent disc movement during shipping and handling.

C. Operate valves from fully open to fully closed positions. Examine guides and seats made accessible by such operation.

D. Examine threads on valve and mating pipe for form and cleanliness.

E. Examine mating flange faces for conditions that might cause leakage. Check bolting for proper size, length, and material. Check gasket material for proper size, material composition suitable for service, and freedom from defects and damage.

F. Do not attempt to repair defective valves; replace with new valves.

G. Install valves as indicated, according to manufacturer's written instructions.

H. Piping installation requirements are specified in other Division 23 Sections. Drawings indicate the general arrangement of piping, fittings, and specialties.

I. Install valves with unions or flanges at each piece of equipment arranged to allow servicing, maintenance, and equipment removal without system shutdown.

J. Locate valves for easy access and provide separate support where necessary.

K. Install valves in horizontal piping with stem at or above the center of the pipe.

L. Install valves in a position to allow full stem movement.

M. For chain-wheel operators, extend chains to 60 inches above finished floor elevation.

N. Adjust or replace packing after piping systems have been tested and put into service, but before final adjusting and balancing. Replace valves if leak persists.

3.4 FUEL OIL PIPING INSTALLATION REQUIREMENTS

A. Refer to Division 23 Section, *Common Work Results for HVAC* for basic piping installation requirements.

B. Use eccentric reducer fittings to make reductions in pipe sizes. Install fittings with level side down. Supply take-offs shall be taken from bottom of horizontal pipes.

C. Install strainer on inlet side of oil burner connections.

D. Install sediment traps at points where sediment or condensate may collect. Locate where readily accessible to permit cleaning and emptying. Do not install where condensate would be subject to freezing.

1. Construct sediment traps using tee fitting with bottom outlet plugged or capped. Use minimum-length nipple of 3 pipe diameters, but not less than 3 inches (75 mm) long, and same size as connected pipe. Install with space between bottom of drip and floor for removal of plug or cap.

E. Install valves in accessible locations, protected from possible damage.

F. Install valves at branch connections to supply mains and at equipment.

G. Install hangers for horizontal steel piping with the following maximum spacing and minimum rod sizes:

1. NPS 1/2DN 15 and Smaller: Maximum span, 60 inches 1524 mm; minimum rod size, 3/8 inch 10 mm.

2. NPS 3/4 to NPS 1-1/4DN 20 to DN 32: Maximum span, 84 inches2134 mm; minimum rod size, 3/8 inch 10 mm.

3. NPS 1-1/2DN 40: Maximum span, 108 inches 2743 mm; minimum rod size, 3/8 inch 10 mm.

4. NPS 2DN 50: Maximum span, 10 feet 3 m; minimum rod size, 3/8 inch 10 mm.

H. Support vertical steel pipe at each floor and at spacing not greater than 15 feet 4.5 m.

I. Install hangers for horizontal drawn-temper copper tubing with the following maximum spacing and minimum rod sizes:

1. NPS 2 DN 15 and Smaller: Maximum span, 48 inches 1219 mm; minimum rod size, 3/8 inch 10 mm.

2. NPS 3/4 DN 20: Maximum span, 60 inches 1524 mm; minimum rod size, 3/8 inch 10 mm.

3. NPS 1 and NPS 1-1/4 DN 25 and DN 32: Maximum span, 72 inches 1828 mm; minimum rod size, 3/8 inch 10 mm.

4. NPS 1-1/2 and NPS 2 DN 40 and DN 50: Maximum span, 96 inches 2438 mm; minimum rod size, 3/8 inch 10 mm.

J. Support vertical copper tube at each floor and at spacing not greater than 10 feet 3 m.

K. Inspect and test fuel oil piping according to NFPA 30, "Testing" Paragraph and NFPA 31, "Tests of Piping" Paragraph; and according to requirements of authorities having jurisdiction.

L. Repair leaks and defects with new materials and retest system until satisfactory results are obtained.

3.5 PIPE JOINTS INSTALLATION REQUIREMENTS

A. Welded Joints: Joints in piping 2-1/2-inches and larger shall be fusion welded. Welding shall be in accordance with recommendations of the American Welding Society. Welding fittings shall conform in physical and chemical properties to the latest revisions of the American Society for Testing Materials.

B. Qualify welding procedures, welders and operators in accordance with ASME B31.1, or ASME B31.9 as applicable, for shop and project site welding of piping work. Certify welding of piping work using Standard Procedure Specifications by, and welders tested under supervision of, National Certified Pipe Welding Bureau (NCPWB). Submit welders qualifications for approval.

C. Grooved Joints: Grooved joint shall be installed in accordance with the manufacturer's written recommendations. Grooved ends shall be clean and free from indentations, projections, or roll marks. The gasket shall be molded and produced by the coupling manufacturer of an elastomer suitable for the intended service. The coupling manufacturer's factory trained representative shall provide on-site training for the contractor's field personnel in the use of grooving tools and installation of product. The representative shall periodically visit the job site to ensure best practices in grooved product installation are being followed. (A distributor's representative is not considered qualified to conduct the training.)

D. Screwed Joints: All screwed joints shall be made with tapered threads properly cut. Screwed joints shall be made perfectly tight with a stiff mixture of graphite and oil, applied with a brush to the male threads on the fittings.

E. Soldered Joints and Copper Piping: Joints in copper piping shall conform to the following minimum standards.

1. The pipes shall be cut to a length making certain that the ends are square, using a fins hacksaw blade or tube cutter. The ends of all pipes shall be reamed and all burrs removed.

2. The outside end of the pipe and the cut end of the fitting shall be cleaned with steel wool, sand cloth, or steel wire brush. All dark spots shall be removed.

3. The flux shall be applied evenly and sparingly to the outside end of the pipe and the inside of the outer end of the fitting until all surfaces to be jointed are completely covered. The piping and fitting shall be slipped together and reworked several times to insure an even distribution of the flux.

4. The correct amount of solder per joint for each size pipe shall be used in accordance with the manufacturer's recommendations.

5. Solder joints shall be made by using a direct flame from a torch.

6. On pipe sizes larger than ¼-inch, the fittings and valves in the pipe shall be moved or tapped with a hammer when the solder starts to melt to insure an even distribution of the solder.

7. The excess solder shall be removed while it is still in the plastic state leaving a fillet around the cup of the fitting.

8. Solder joints shall be suitable for working pressure of 100 psig and for working temperature of not less than 250 degrees F. The type of solder and flux used will be submitted for approval. Type 95-5 shall be the minimum standard.

9. Lead and antimony-based solders shall not be used for potable water systems. Brazing and silver solders are acceptable.

F. Where copper piping joins steel piping, approved bronze adapters shall be used.

G. Prohibited Connections: No direct weld, soldered, or brazed connections, without unions or flanges, shall be made to valves, strainers, apparatus, or related equipment. Right and left couplings, long threads, or caulking of pipe threads or gasket joints will not be permitted.

H. When installing gas piping which is to be concealed (i.e., in walls), unions, tube fittings, running threads, right- and left-hand couplings, bushings, and swing joints made by combination of fittings shall not be used. All concealed piping within walls shall be welded.

1. Gas Piping

2. Final Gas Connections: Unless otherwise specified herein, final connections shall be made with rigid metallic pipe and fittings.

3. Pipe Joints:

a). Pipe joints shall be designed and installed to effectively sustain the

longitudinal pull-out forces caused by contraction of the piping or superimposed loads.

b). Threaded Metallic Joints: Threaded joints in metallic pipe shall have tapered threads evenly cut and shall be made with UL approved graphite joint sealing compound for gas service. After cutting and before threading, pipe shall be reamed and burrs shall be removed. Caulking of threaded joints to stop or prevent leaks shall not be permitted.

c). Welded Metallic Joints: Beveling, alignment, heat treatment, and inspection of welds shall conform to ASME B31.2. Weld defects shall be removed and repairs made to the weld, or the weld joints shall be entirely removed and rewelded. After filler metal has been removed from its original package, it shall be protected or stores so that its characteristics or welding properties are not affected adversely. Electrodes that have been wetted or have lost any of their coating shall not be used.

d). Special Requirements; Drips, grading of the lines, and branch outlet locations shall be as shown and shall comply with NFPA 54 and/or NFPA-58.

3.6 DIRT POCKETS INSTALLATION

A. Dirt pockets shall be installed at the base of all risers and ahead of all gas equipment and as indicated on the drawings.

3.7 HANGERS INSTALLATION REQUIREMENTS

A. General: All hangers shall be of an approved type arranged to maintain the required grading and pitching of lines to prevent vibration and to provide for expansion and contraction. Provide protection saddles between hangers and insulation on heating water insulated pipe. Saddles shall be Grinnells Figure 173/273 or approved equal. Provide approved spacers between saddles and pipe where flexible insulation is specified. Provide insulation protection shields for insulated piping without saddles. Shield shall be Grinnell Figure 167 or as approved equal.

B. Spacing: Regardless of spacing, hangers shall be provided at or near all changes in direction, both vertical and horizontal, for all piping. For cast iron soil pipe, one hanger shall be placed at each hub or bell.

C. Vertical Lines: Shall be supported at their bases, using either a suitable hanger placed in a horizontal line near the riser, or a base type fitting set on a pedestal, foundation or support. All vertical lines extending through more than one floor level shall be supported at each floor with a riser clamp. Riser clamp shall be Grinnell Co.'s Figure 261, or approved equal. All vertical drops to pump suction elbows shall be supported by floor posts.

D. Racks and Brackets: All horizontal piping on vertical walls shall be properly supported by suitable racks securely anchored into the wall construction. Where not practical to obtain ceiling anchorage, all piping near walls shall be supported by approved brackets securely anchored into the wall construction. Washer plates (Fib. 60, 60L) and other miscellaneous

attachments, fasteners, etc., shall be Grinnell or as approved equal. All exterior hanger and bracket systems in their entirety shall be galvanized.

E. Pipe Hangers and supports shall be attached to the panel point at the top chord of bar joist or at a location approved by the structural engineer.

F. Select hangers and components for loads imposed. Secure rods with double nuts.

G. Support of horizontal piping shall allow for vertical adjustment after installation of piping.

H. Support overhead piping with clevis hangers.

I. Do not support all parallel piping from the same joist. Stagger all supports in accordance with the engineer's recommendations.

3.8 AIR VENTING INSTALLATION

A. The top of each hydronic water supply and return piping and other points as indicated or where necessary for the removal of air from the system or equipment, shall be vented using an approved type of manual air vent.

B. In addition to manual air vents at high points of system, each item of water heat transfer equipment shall be manually vented using an approved type manual air vent. All air vents shall be accessible.

3.9 PIPING IDENTIFICATION INSTALLATION

A. All piping shall be identified with painted background marked with the name of the service with arrows to indicate flow direction. Color code and system identification shall comply with ANSI Standards and piping identification system shall comply with ASME A13.1-81., scheme for the identification of piping systems and ASHRAE Fundamentals Handbook, latest edition.

B. Markings shall be plain block letters, stenciled on pipes, and shall be located near each branch connection, near each valve, and at least every 10 feet on straight runs of pipe. Where pipes are adjacent to each other, markings shall be neatly lined up. All markings shall be located in such manner as to be easily legible from the floor. Pipe identification schedule shall be as follows:

OUTSIDE DIAMETER OF PIPE OR COVERING (INCHES)	LENGTH OF COLOR FIELD (INCHES)	SIZE OF LETTERS (INCHES)
½ to 1 ¼	8	½
1-½ to 2	8	¾
2 ½ to 6	12	1 ¼
8 to 10	24	2 ½
Over 10	32	3 ½

3.10 VALVE IDENTIFICATION REQUIREMENTS

A. All valves shall be tagged with a numbered tag.

B. The tags shall be made of 1-inch diameter brass tags fastened to the valve by means of brass chains. Numbers shall agree with valve numbers on diagrammatic herein before specified.

C. Provide a minimum of three (3) valve charts with valve numbers indicating valve type, size, manufacturer and service.

D. Additional valve charts shall be mounted behind glazed wooden frames and be hung in each mechanical equipment room including each air handling unit mechanical equipment room. Additional copies shall be provided in each copy of the O&M manuals.

3.11 CLEANING PIPING AND EQUIPMENT

A. All heating water systems shall be cleaned by filling with a solution of one (1) pound of trisodium phosphate to each 50 gallons of water and circulating this solution for a period of six (6) hours during which time the system shall reach operating temperature. The systems shall then be flushed with fresh water and refilled with fresh water and purged of all air.

B. All heating water piping system shall be flushed clean with fresh water.

C. All strainers shall be inspected and cleaned prior to testing and balancing. In addition, prior to substantial completion, contractor must inspect and clean all strainers.

END OF SECTION

DIVISION 23 SECTION 230548
VIBRATION CONTROLS FOR HVAC, PLUMBING AND FIRE PROTECTION EQUIPMENT

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SECTION 230548 - VIBRATION CONTROLS FOR HVAC, PLUMBING AND FIRE PROTECTION EQUIPMENT

PART 1 RELATED DOCUMENTS

1.1 GENERAL

A. Drawings and General Provisions of Contract, including General and Supplementary Conditions and Division 0I Specification Sections apply to work of this section.

B. All work under this section shall also be subject to the requirements of Division 23 Section, *Common Work Results for HVAC*.

1.2 SUMMARY

A. Provide all labor and materials necessary to furnish and install vibration control systems on this project as herein specified and/or shown on the drawings.

B. Mount all mechanical equipment on suitable vibration isolators so as to prevent transmission of vibration into or through the building structure. Isolators shall be as manufactured by Mason Industries, Inc., Korfund, Inc., Amber Booth, or approved equal, and shall be selected by the isolator manufacturer for each item of equipment in accordance with requirements hereinafter specified.

C. The equipment manufacturer shall supply all pump and motor bases, fan and motor bases, cradles, isolation pipe/duct hangers, spring and/or neoprene isolators, neoprene pads, flexible connectors, etc. as a coordinated package by a single manufacturer.

D. Select isolators for uniform static deflections according to distribution of weight; and for not less than the indicated isolation efficiency with the lowest rotational speed of equipment as the disturbing frequency.

E. Isolators and bases shall be stable during stopping and starting of equipment without transverse or eccentric movement of equipment, and shall be designed to resist horizontal forces of equipment which may operate unbalanced.

F. In general, select isolators on the basis of criteria as specified in the ASHRAE Applications Handbook, Latest Edition.

1.3 SUBMITTALS

A. Shop Drawings: Indicate inertia bases and locate vibration isolators, with static and dynamic load on each.

B. Product Data: Provide schedule of vibration isolator type with location and load on each.

C. Manufacturer’s Installation Instructions: Indicate special procedures and setting dimensions.

D. Manufacturer’s Certificate: Certify that isolators are properly installed and adjusted to meet or exceed specified requirements.

1.4 PROJECT RECORD DOCUMENTS

A. Record actual locations of hangers including attachment points.

1.5 COLOR CODING

A. All springs shall be color coded for load carrying capacity.

1.6 ALTERNATES

A. Refer to Division 01 Section, *Alternates* - Alternates for description of work under this section affected by alternates.

PART 2 PRODUCTS

2.1 MANUFACTURER

A. Isolators shall be the equivalent of the following types by Mason Industries, Inc., Korfund, Inc. or approved equal.

2.2 CORROSION PROTECTION FOR STEEL PARTS

A. Where steel parts are exposed to weather or humid environments provide hot-dipped galvanized coating of at least 2 ounces of zinc per square foot of surface. Coat springs with neoprene.

2.3 SPRINGS

A. All springs shall have minimum horizontal stiffness equal to 75 percent vertical stiffness, with working deflection between .3 and .6 of maximum deflection.

2.4 SPRING ISOLATORS

A. General: Provide spring isolators or protected spring isolators that are adjustable and laterally stable with free-standing springs of horizontal stiffness at minimum 80 percent of the vertical (axial) stiffness. For machine-attached and floor-attached restraining elements, separate from metal-to-metal contact by neoprene cushions 1/8 inch thick minimum. Provide neoprene acoustic friction pads at least ¼ inch thick.

B. Spring Isolator: Spring type isolators shall be free standing and laterally stable without any housing and complete with ¼ " neoprene acoustical friction pads between the baseplate and the support. All mountings shall have leveling bolts that must be rigidly bolted to the equipment. Spring diameters shall be no less than 0.8 of the compressed height of the spring at rated load. Springs shall have a minimum additional travel to solid equal to 50% of the rated deflections, compressed spring height and solid spring height. Mountings shall be type SLF as manufactured by Mason Industries, Inc. or as approved equal.

2.5 SUSPENSION ISOLATORS

A. General: Provide hangers with suspension isolators encased in open steel brackets. Isolate

hanger rods from isolator steel brackets with neoprene-lined opening.

B. Suspension Spring Isolators: Vibration hangers shall contain a steel spring and 0.3" deflection neoprene element in series. The neoprene element shall be molded with a rod isolation bushing that passes through the hanger box. Spring diameters and hanger box lower hole sizes shall be large enough to permit the hanger rod to swing thru a 30° arc before contacting the hole and short circuiting the spring. Springs shall have a minimum additional travel to solid equal to 50% of the rated deflection. Submittals shall include a scale drawing of the hanger showing the 30° capability. Hangers shall be type 30N.

2.6 FLEXIBLE CONNECTORS FOR PIPING

A. General: Straight or elbow flexible connectors rated for temperatures, pressures, and fluids to be conveyed. Provide flexible connectors with the strength 4 times operating pressure at highest system operating temperature. Provide elbow flexible connectors with a permanently set angle.

B. Elastomeric Flexible Connectors: Flexible neoprene connectors shall be manufactured of multiple plys of nylon tire cord fabric and neoprene both molded and cured in hydraulic rubber presses. No steel wire or rings shall be used as pressure reinforcement. Straight connectors shall have two spheres. Connectors up to and including 1 ½ " diameter may have threaded ends. Connectors 2" and larger shall be manufactured with floating galvanized flanges recessed to lock the connector's raised face neoprene flanges. Hoses shall be installed on the equipment side of the shut-off valves. Connectors shall be rated a minimum of 150 psi at 220°F. Flanged equipment shall be directly connected to neoprene elbows in the size range 2 ½ " through 12" if the piping makes a 90° turn at the equipment. All straight through connections shall be made with twin-spheres properly pre-extended as recommended by the manufacturer to prevent additional elongation under pressure. 12" and larger sizes operating above 100 psi shall employ control cables with end fittings isolated by means of ½ " thick bridge bearing neoprene washer bushings designed for a maximum of 1000 psi.

Submittals shall include two test reports by independent consultants showing minimum reductions of 20 DB in vibration accelerations and 10 DB in sound pressure levels at typical blade passage frequencies.

Elbows shall be Mason-Flex type MFNEC, straight connectors Mason-Flex type MFTFU or MFTNC, and control cable assemblies type ACC.

C. Metal Flexible Connectors: Fabricated of Grade E phosphor bronze, monel or corrugated stainless steel tube covered with comparable bronze or stainless steel braid restraining and pressure cover. Sizes 3" and larger shall be flanged. Sizes 2 ½ " and smaller shall have male nipples. Lengths shall be as indicated:

Nominal Diameter (Inches)	Length (Inches)
½ "	12"
3/4"	12"
1 ½ "	12"

1 ½ "	12"
2"	12"
2 ½ "	12"
3"	18"
4"	18"
5"	24"
6"	24"
8"	24"
10"	24"
12"	36"
14"	36"
16"	36"

Hoses shall be installed on the equipment side of the shut-off valves horizontally and parallel to the equipment shafts wherever possible. Hoses shall be type BSS.

PART 3 EXECUTION

3.1 GENERAL PROVISIONS

A. Install vibration-and-noise isolation materials and equipment as indicated and in accordance with machinery manufacturer's instructions.

B. Where neoprene elements of vibration isolator may be subjected to high pipe temperatures above 160°F, provide metal heat shields or thermal isolators.

C. Anchor Bolts and Grout: Secure machinery to foundations and inertia bases with anchor bolts. Grout equipment with baseplates, the full area under baseplates with premixed non-shrinking grout. After grout has set, remove wedges, shims, and jack bolts and fill spaces with grout.

D. Stability: Isolators shall be stable during starting and stopping of machinery without traverse and eccentric movement of machinery that would damage or adversely affect the machinery or attachments.

E. Lateral Motion: The installed vibration isolation systems for each piece of floor or ceiling mounted machinery shall have a maximum lateral motion under machinery start up and shut down conditions of not more than ¼ -inch. Restrain motions in excess by approved spring mountings.

F. Unbalanced Machinery: Provide foundation suspension systems specifically designed to resist horizontal forces for machinery with large unbalanced horizontal forces. Vibration isolator

systems shall conform to the machinery manufacturer's recommendations.

G. Nonrotating Machinery: Mount nonrotating machinery in systems which includes rotating or vibrating machinery on isolators having the same deflection as the hangers and supports for the pipe connected to.

H. Vibration isolation ceiling hangers shall be installed so that the hanger rods do not touch the sides of the isolator housing, thereby seriously degrading the vibration isolation performance. Vibration isolation ceiling hangers shall be located so that the hanger housing may rotate 360° without touching any object.

I. Electrical Connections: Provide flexible conduit or multiple conductor cable connections for machinery with sufficient extra length to permit 2 inch minimum displacement in any direction without damage.

J. Systems Not To Be Vibration Isolated: Do not provide vibration isolation for electrical raceways and conduits or for fire protection, storm, sanitary, and domestic water piping systems which do not include pumps or other vibrating, rotating, or pulsating equipment including control and pressure reducing valves.

K. Install in accordance with manufacturer’s instructions.

L. Install isolation for motor driven equipment.

A. Install spring hangers without binding.

B. Prior to making piping connections to equipment with operating weights substantially different from installed weights, block up equipment with temporary shims to final height. When full load is applied, adjust isolators to load to allow shim removal.

C. Connect wiring to isolated equipment with flexible hanging loop.

3.2 FLEXIBLE PIPE CONNECTORS

A. Provide flexible connectors in accordance with manufacturers instructions where piping systems serving vibration isolated equipment and as shown on the drawings. Flexible connectors shall be installed near the connection to the equipment. Where liquid pulsation dampening is required, flexible connectors with spherical configuration may be used. Provide restraints for pipe connectors at pumps to prevent connector failure upon pump start-up.

B. Provide flexible connectors at connections of air compressors to piping systems.

3.3 ISOLATION FOR SPECIFIC EQUIPMENT

A. The vibration isolator manufacture shall provide isolators for all pieces of equipment provided for the job. Isolator shall be selected by the isolator manufacturer on the basis of criteria as specified in the ASHRAE Applications Handbook, latest edition, unless a more stringent requirement is indicated on the drawings.

B. Fans:

1. Fans up to 22" wheel diameter shall be mounted stable steel springs in series with ribbed neoprene pads selected for not less than 1.5" static deflection (Mason Industries Type SLF or equivalent).

2. Fans with wheel diameters 24" and greater shall be mounted on unhoused stable steel springs in series with ribbed neoprene pads and structural rails selected for not less than 2.5" static deflection (Mason Industries Type SLF or equivalent and structural rails Type ICS with thrust restraint provisions) and rails shall be Type ICS.

3. All fans suspended from the ceiling, joists or roof structure, including combustion air fans and induced draft fans, shall be suspended using hangers incorporating steel springs in series with neoprene, selected for not less than 3.5" static deflection under full load (Mason Industries Type 30N or equivalent).

END OF SECTION

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TESTING, ADJUSTING, AND BALANCING FOR HVAC AND PLUMBING
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SECTION 230593 - TESTING, ADJUSTING, AND BALANCING FOR HVAC AND PLUMBING

PART 1 GENERAL

1.1 GENERAL

A. This section covers performance testing, adjusting and balancing of heating, ventilating, air conditioning and domestic re-circulating systems as specified in Division 23 Section, *Heating, Ventilating, and Air Conditioning Equipment* and in Division 22 Section, *Plumbing Fixtures and Plumbing Equipment.*

B. For *Common Work Results of HVAC,* See Division 23. See Division 01 for *General Requirements*.

C. The mechanical contractor shall select and employ an impartial, independent balancing agency to provide testing and balancing services for the heating, ventilating and air conditioning (HVAC) systems and other specified systems of this project.

D. The work included in this section consists of furnishing labor, instruments, and tools required in testing, adjusting and balancing the HVAC systems, as described in these specifications or shown on accompanying drawings. Services shall include checking equipment performance, taking the specified measurements, and recording and reporting the results.

E. The items requiring testing, adjusting, and balancing include, but are not limited to, the following:

<u>Air Systems</u>:
Combustion Air Fans

<u>Hydronic Systems</u>:
Existing Boilers
Existing Pumps
System Mains and Branches
Existing Fuel Oil Pump Set

In addition, any existing pumps specified to be re-used under this project shall be tested and balanced, similar to new pumps.

1.2 EXAMINATION

A. Verify that systems are complete and operable before commencing work. Ensure the following conditions:

1. Systems are started and operating in a safe and normal condition.

2. Temperature control systems are installed complete and operable.

3. Proper thermal overload protection is in place for electrical equipment.

4. Duct systems are clean of debris.

5. Fans are rotating correctly.

6. Hydronic systems are flushed, filled, and vented.

7. Pumps are rotating correctly.

8. Proper strainer baskets are clean and in place.

9. Service and balance valves are open.

B. Submit field reports. Report defects and deficiencies noted during performance of services which prevent system balance.

C. Beginning of work means acceptance of exiting conditions.

1.3 QUALIFICATIONS OF THE BALANCE AGENCY

A. The balancing agency shall be a member of the Associated Air Balance Council (AABC) and have an engineer certified by the National Examining Board.

B. The certified test and balance engineer shall be responsible for supervision and certification for the total work herein specified.

C. All final reports shall be signed and officially stamped by the certified test and balance engineer.

1.4 PRE-BALANCING CONFERENCE

A. Convene a conference one week prior to commencing work of this Section with all appropriate individuals.

1.5 STANDARDS

A. The balancing agency shall perform the services specified herein in accordance with the Associated Air Balance Council's National Standards, including revisions, to the date of the contract.

B. All terms in this specification shall have their meaning defined as stated in the National Standards.

C. ASHRAE III: Practice for measurement, testing, adjusting and balancing of building heating, ventilation, air conditioning, and refrigeration systems.

D. NEBB: Procedure standards for testing, adjusting, and balancing of environmental systems.

E. SMACNA: HVAC systems testing, adjusting, and balancing.

F. AABC: Associated Air Balance Council

1.6 COORDINATION

A. It will be necessary for the balancing agency to perform its services in close coordination with the mechanical contractor.

B. The plans and specifications have indicated meters, valves, dampers, and other devices for the purpose of adjusting the system to obtain optimum operating conditions. It will be the responsibility of the mechanical contractor to install these devices in a manner that will leave them accessible and readily adjustable. The balancing agency shall provide guidance if there is a questionable arrangement of a control or balancing device.

C. The general contractor, mechanical contractor, temperature control contractor and suppliers of the HVAC equipment shall all cooperate with the balancing agency to provide all necessary data on the design and proper application of the system components.

1.7 INSTALLATION TOLERANCE

A. Unless otherwise indicated, all air devices shall be adjusted to within plus or minus 10 percent of design. All fans shall be adjusted to within plus or minus 5 percent of design. All pumps and Hydronic equipment shall be adjusted to within plus or minus 5 percent of design.

1.8 RESPONSIBILITIES OF THE MECHANICAL CONTRACTOR

A. The mechanical contractor shall sufficiently complete the installation and start all HVAC systems to insure they are working properly and shall perform all other items as described hereinafter to assist the balancing agency in performing the testing and balancing of the HVAC system.

B. Record equipment manufacturer's standard start-up information and submit to Engineer for review. Testing and balancing work shall not commence on any equipment until start-up reports have been completed, reviewed by Engineer, and forwarded to Testing and Balancing Agency.

C. Air Distribution Systems

1. Verify installation for conformity to design.

2. Ensure that all fans are operating and free of vibration. All fans and drives shall be checked for proper fan rotation and belt tension. Overload protection shall be of proper size and rating. A record of motor current and voltage shall be made to verify that the motors do not exceed nameplate rating. Record thermal overload ratings for all motors in the Test and Balance Report.

3. Make any necessary changes to the sheaves, belts, and dampers, as required by the balancing agency, at no additional cost to the owner.

D. Water Circulating Systems

1. Verify installation for conformity to design.

2. Check all pumps to verify pump rotation.

3. Ensure that systems are clean, with the proper strainer screens installed for normal operation.

4. Check all pump motors for current and voltage, to ensure that motors do not exceed nameplate rating.

5. Provide thermal overload protection of proper size and rating. Record thermal overload ratings for all motors. Insert data in Test and Balance Report.

6. Ensure that all water circulating systems shall be full and free of air; that expansion tanks are set for proper water level; and that all air vents were installed at high points of systems and are operating.

1.9 RESPONSIBILITIES OF THE TEMPERATURE CONTROL CONTRACTOR

A. The temperature control contractor shall complete the installation of the temperature control system, and operate and test all control systems to ensure they are functioning properly as designed. The temperature control contractor shall assist the balancing agency in testing and balancing the HVAC systems, as described hereinafter.

1. Verify that all control components are installed in accordance with project requirements and are functional, including all electrical interlocks, and damper sequences.

2. Verify that all controlling instruments are calibrated and set for design operating conditions.

3. The temperature control contractor shall allow sufficient time in the project to provide assistance and instruction to the balancing agency in the proper use and setting of control components such as, but not limited to, computers, static pressure controllers, or any other device that may need set points changed so that the testing and balancing work can be performed.

B. All control sequences, software, equipment, and components shall be started-up by a qualified technician. Start-up report shall be submitted to Engineer prior to the commencement of testing and balancing work. Testing and balancing shall not commence until start-up reports are completed, reviewed by Engineer and forwarded to Testing and Balancing Agency.

1.10 NOTIFICATION FOR TESTING AND BALANCING WORK TO BEGIN

A. The mechanical contractor shall notify the balancing agency in writing when all heating, ventilating, and air conditioning systems are complete and ready for testing and balancing. The mechanical contractor shall attest that he has completed all items as herein described.

B. The following must be completed prior to start of system balancing:

1. All ductwork installed and completed.

2. Piping systems completed, flushed and filled.

3. Equipment properly started by qualified personnel or start-up technicians.

4. Automation system (temperature controls) installed and completed for both air and water systems.

5. All equipment controlled in automatic ("Auto") mode.

6. Access granted to the balancing contractor to the automation/controls system provided.

1.11 DEFICIENCIES

A. Any deficiencies in the installation or performance of a system or component observed by the TAB agency shall be brought to the attention of the appropriate responsible person.

B. The work necessary to correct items on the deficiency listing shall be performed and verified by the affected Contractor before the TAB Agency returns to retest. Unresolved deficiencies shall be noted in the final report.

1.12 ADJUSTING

A. Ensure recorded data represents actual measured observed conditions.

B. Permanently mark settings of valves, dampers, and other adjustment devices allowing settings to be restored. Set and lock memory stops.

C. After adjustment, take measurements to verify balance has not been disrupted or that such disruption has been rectified.

D. Leave systems in proper working order, replacing belt guards, closing access doors, closing doors to electrical switch boxes, and restoring all sensors to specified settings.

E. At final inspection, recheck random selections of data recorded in report. Recheck points or areas as selected and witnessed by the Owner.

F. Check and adjust systems approximately six months after final acceptance and submit report.

G. Permanently mark the locations of all duct traverses on the outside duct insulation.

1.13 ALTERNATES

A. Refer to Division 01 Section, *Alternates* for description of work under this section affected by alternates.

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION

3.1 GENERAL

A. Perform all testing and balancing in complete accordance with AABC National Standards for Field Measurements and Instrumentation.

B. Furnish all test instruments and equipment. All instruments must have been calibrated within six (6) months prior to use and shall be checked for accuracy prior to and during the work.

C. Review all systems designs and equipment, manufacturers' data, and be completely familiar with the work before proceeding.

D. Report all malfunctions or deficiencies to the contractor so that corrective action can be taken. Test and Balance Report shall not be submitted for review until all malfunctions or deficiencies are corrected. Repeat tests where required until design conditions are achieved.

E. Where systems or equipment cannot be balanced or adjusted to design conditions, determine the cause and submit a complete report to the Engineer.

F. Retest or rebalance the system as required during the warranty period.

G. Test and balance all systems under adequate load condition. If, in the opinion of the Engineer, there is insufficient load to properly test and balance the systems, perform sufficient preliminary balancing and adjustment to permit operation of the systems until such time as final testing and balancing can be done. Provide in writing the future date when systems shall be tested under sufficient load.

H. At project completion provide a complete set of ½ scale drawings indicating the locations of all duct traverses.

3.2 EXAMINATION

A. Examine the Contract Documents to become familiar with Project requirements and to discover conditions in systems' designs that may preclude proper TAB of systems and equipment.

B. Examine systems for installed balancing devices, such as test ports, gage cocks, thermometer wells, balancing valves and fittings, and manual volume dampers. Verify that locations of these balancing devices are accessible.

C. Examine the approved submittals for HVAC systems and equipment.

D. Examine design data including HVAC system descriptions, statements of design assumptions for environmental conditions and systems' output, and statements of philosophies and assumptions about HVAC system and equipment controls.

E. Examine equipment performance data including fan and pump curves.

1. Relate performance data to Project conditions and requirements, including system effects that can create undesired or unpredicted conditions that cause reduced capacities in all or part of a system.
2. Calculate system-effect factors to reduce performance ratings of HVAC equipment when installed under conditions different from the conditions used to rate equipment performance. To calculate system effects for air systems, use tables and charts found in AMCA 201, “Fans and Systems,” or in SMACNA’s “HVAC Systems – Duct Design”. Compare results with the design data and installed conditions.

F. Examine system and equipment installations and verify that field quality-control testing, cleaning and adjusting specified in individual Sections have been performed.

G. Examine test reports specified in individual system and equipment Sections.

H. Examine HVAC equipment and filters and verify that bearings are greased, belts are aligned and tight, and equipment with functioning controls is ready for operation.

I. Examine terminal units, and verify that they are accessible and their controls are connected and functioning.

J. Examine strainers. Verify that startup screens are replaced by permanent screens and indicated perforations.

K. Examine heat-transfer coils for correct piping connections and for clean and straight fins.

L. Examine system pumps to ensure absence of entrained air in the suction piping.

M. Examine operating safety interlocks and controls on HVAC equipment.

N. Report deficiencies discovered before and during performance of TAB procedures. Observe and record system reactions to changes in conditions. Record default set points if different from indicated values.

3.3 AIR SYSTEM PROCEDURES

A. The balancing agency shall perform the following testing and balancing functions in accordance with the Associated Air Balance Council's National Standards:

1. Fan Speeds - Test and adjust fan RPM to achieve design CFM requirements.

2. Current and Voltage - Measure and record motor current and voltage. Check and record thermal overload ratings for all motors.

3. Pitot-Tube Traverse - Perform a Pitot-tube traverse of main supply, return and exhaust ducts to obtain total CFM. If a Pitot-tube traverse is not practical, the summation of the outlets or inlets may be used. An explanation why a traverse was not made must appear on the appropriate data sheet.

4. Outside Air - Test and adjust system minimum outside air by Pitot-tube traverse. If a Pitot-tube traverse is not practical, the percentage of outside air may be determined by calculations from the return air, outside air, and mixed air temperatures. Make allowances for heat of compression and motor heat where applicable.

5. Static Pressure - Test and record system static pressures, including suction and discharge static pressure of each fan. Measure static air pressure conditions on air supply units, including filter and coil pressure drops, and total pressure across the fan.

6. Main Ducts - Adjust main ducts to within design CFM requirements and traverse for total CFM quantities.

7. Tolerances - Test and balance each diffuser, grille, and register to within 10 percent of design requirements. Test and balance all fans to within 5 percent of design requirements.

3.4 WATER SYSTEM PROCEDURES

A. The various water circulating systems shall be filled, purged of air, and put into operation before hydronic balancing by the mechanical contractor.

B. The flow of water through all coils shall be adjusted by manipulating balancing valves until the rated pressure drop through the coil or metering device is obtained. Perform balancing by measurement of temperature differential in conjunction with air balancing.

C. The balancing agency shall perform the following testing and balancing functions in accordance with the AABC National Standards.

D. All Hydronic equipment, and HVAC pumps shall be Tested and Balanced as described below:

1. Water Treatment - Examine the water in the system and determine if the water has been treated and cleaned. If it has not, request the mechanical contractor to clean and treat the water prior to TAB work

2. Strainers - Request that the mechanical contractor clean all strainers.

3. Air Vents - Check all air vents at the high points of the water system and determine if they are installed and operating.

4. Valves - Set all balancing valves to the full-open position for balancing.

5. Pumps - Adjust all pumps and domestic hot water re-circulating water pumps to meet design GPM requirements. Check pumps for proper operation. Pumps shall be free of vibration and cavitation. Measure and record operating current and voltage. Check and record thermal overloads installed on all pumps. Record in Test and Balance Report.

6. Tolerances - Proceed to balance all pumps, balance valves boilers, to within 5

percent of design requirements.

7. Marking - Mark all settings and record all data after completing the flow readings and coil adjustments.

E. Boilers:

1. Verify that boilers have been filled and started by others, and are in operation.

2. Current and Voltage - As applicable, test and record motor voltage and amperage, and compare data with the nameplate limits to ensure motor is not in or above the service factor.

3. Test and adjust water flow through water boilers.

4. Test and record temperature and pressure profiles of water boilers.

3.5 TESTING AND BALANCING OF EXISTING SYSTEMS

A. The balancing agency shall perform testing and balancing of existing pump systems to the extent indicated.

B. The Test and Balance Agency shall perform water system procedures (here-in before specified) on the following hydronic systems:

1. Pump #7, Pump #8, Pump #9, and Pump #10.
2. Existing Fuel Oil Pump Set

3.6 VERIFICATION OF TEMPERATURE CONTROL

A. The balancing agency shall be assisted by the temperature control contractor in verifying the operation and calibration of all temperature control systems. The following tests shall be conducted:

1. Verify that all control components are installed in accordance with project requirements and are functional, including all electrical interlocks, damper sequences, air and water reset.

2. Verify that all controlling instruments are calibrated and set for design operating conditions.

3. Verify the accuracy of the final settings by taking temperature readings. The readings shall be in a typical conditioned space for each separately controlled zone.

3.7 TEST AND BALANCE REPORTS

A. The test and balance report shall be complete with logs, data, and records as required herein. All logs, data, and records shall be typed on white bond paper and bound. The report shall be certified accurate and complete by the balancing agency's certified test and balance engineer.

B. Three (3) copies of the test and balance report are required and shall be submitted to the Engineer. If, in the opinion of the Engineer, test results or portions thereof are incomplete or inconclusive, repeat necessary portions of the work to the satisfaction of the Engineer.

C. The report shall contain the following general data in a format selected by the balancing agency:

1. Project Number

2. Contract Number

3. Project Title

4. Project Location

5. Project Mechanical Engineer

6. Test & Balance Agency

7. Test & Balance Engineer

8. Mechanical Contractor

9. Dates tests were performed

10. Certification

11. Phone Numbers of all Individuals Listed Above

D. The test and balance report shall be recorded on report forms conforming to the recommended forms in the AABC National Standards.

3.8 TEST REPORT FORMS

A. Air Moving Equipment and Fan Test Forms - Submit fan curve showing design and operating points of operation. Also, record the following on each fan test form:

1. Manufacturer, model number, serial number, arrangement.

2. All design and manufacturer-rated data.

3. Total actual CFM by traverse if practical. If not practical, the sum of the outlets may be used, or a combination of each of these procedures. For specific systems, such as ones with diversity, see the AABC National Standards.

4. Suction and discharge static pressure of each fan, as applicable.

5. Total CFM.

6. Actual operating current, voltage and brake horsepower of each fan motor.

7. Final RPM of each fan.

8. Fan and motor sheave manufacturer, model, size, number of grooves, bore, and center distance.

9. Belt size, quantity and make.

10. Total and external static pressure.

B. Pump Test Forms - Submit pump curve showing design, operating, and no-flow points of operation. Also, record the following items on each pump test form:

1. Manufacturer, size, model, service and serial number.

2. All design and manufacturer's rated data.

3. Pump operating suction and discharge pressure and final total dynamic head.

4. No flow (pump discharge valve closed) suction and discharge pressure and corresponding total dynamic head. This procedure is to determine actual impeller size. Record impeller size.

5. Rated and actual operating current, voltage, and brake horsepower of each pump motor.

6. Total operating head pressure.

7. Shutoff, discharge and suction pressures.

8. Shutoff, total head pressure.

C. Boiler Test Forms - Record the following items on each boiler test form:

1. Manufacturer model number, serial numbers.

2. All design and manufacturer's rated data.

3. Service and location.

4. Actual pressure drop and related GPM primary side.

5. Actual pressure drop and related GPM, secondary side.

6. Primary side entering and leaving temperatures.

7. Secondary side entering and leaving temperatures.

8. Temperature control settings.

9. Electrical characteristics.

D. Electric Motors Test Forms: (Applies to all motors, including pumps, fans, compressors, and HVAC equipment)

1. Manufacturer.

2. Model/Frame.

3. HP/BHP.

4. Phase, voltage, amperage; nameplate, actual, no load.

5. RPM.

6. Service factor.

7. Starter size, rating, heater elements.

8. Sheave Make/Size/Bore.

9. Thermal overload settings

E. V-Belt Drive Test Forms:

1. Identification/location.

2. Required driven RPM.

3. Driven sheave, diameter and RPM.

4. Belt, size and quantity.

5. Motor sheave diameter and RPM.

6. Center to center distance, maximum, minimum, and actual.

F. Duct Traverse Test Forms:

1. System zone/branch.

2. Duct size.

3. Area.

4. Design velocity.

5. Design air flow.

6. Test velocity.

7. Test airflow.

8. Duct static pressure.

9. Air temperature.

10. Air correction factor.

G. Existing Fuel Oil Pump Test Forms - Submit pump curve showing design, operating, and no-flow points of operation. Also, record the following items on each pump test form:

1. Manufacturer, size, model, service and serial number.

2. All design and manufacturer's rated data.

3. Pump operating suction and discharge pressure and final total dynamic head.

4. No flow (pump discharge valve closed) suction and discharge pressure and corresponding total dynamic head. This procedure is to determine actual impeller size. Record impeller size.

5. Rated and actual operating current, voltage, and brake horsepower of each pump motor.

6. Total operating head pressure.

7. Shutoff, discharge and suction pressures.

8. Shutoff, total head pressure.

9. Flow rate utilizing ultrasonic meter.

END OF SECTION

DIVISION 23 SECTION 230600
HEATING, VENTILATING AND AIR CONDITIONING EQUIPMENT
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SECTION 230600 - HEATING, VENTILATING, AND AIR CONDITIONING EQUIPMENT

PART 1 GENERAL

1.1 GENERAL

A. The Conditions of the Contract and other General Requirements apply to the work specified in this section. All work under this section shall also be subject to the requirements of Division 23 Section, *Common Work Results for HVAC* and Division 01 Section *General Requirements.*

1.2 DESCRIPTION

A. The work to be performed shall include all labor, materials and equipment necessary to furnish and install complete, all mechanical equipment as shown on drawings, hereinafter specified or reasonably implied, and leaving the same in satisfactory operation condition. It is the intent that systems be installed complete with all items necessary to accomplish this purpose.

1.3 SUBMITTALS

A. Shop Drawings: Indicate assembly, equipment dimensions, weight loading, required clearances, construction details, field connection details, and electrical characteristics and connection requirements.

B. Product Data:

1. Provide literature which indicates dimensions, weights, capacities, ratings, performance, gages and finishes of materials, and electrical characteristics and connection requirements.
2. Provide data of filter media, filter performance data, filter assembly, and filters frames.
3. Provide fan and pump curves with specified operating point clearly plotted.
4. Submit sound power level data for both fan outlet and casing radiation at rated capacity. Submit sound power levels by octave band or sound pressure levels by octave band for all equipment.
5. Submit electrical requirements for power supply wiring including wiring diagrams for interlock and control wiring, clearly indicating factory-installed and field-installed wiring.

1.4 OPERATION AND MAINTENANCE DATA

A. Maintenance Data: Include instructions for lubrication, filter replacement, motor and drive replacement, spare parts lists, and wiring diagrams.

1.5 DELIVERY, STORAGE, AND HANDLING

A. Deliver, store, protect and handle products to site under provisions of General Requirements.

B. Accept products on site in factory-fabricated protective containers, with factory-installed shipping skids and lifting lugs. Inspect for damage.

C. Store all equipment in clean dry place and protect from weather and construction traffic. Handle carefully to avoid damage to components, enclosures, and finish.

D. Comply with manufacturer's installation instructions for rigging, unloading and transporting equipment.

E. Protect all motors, shafts, and bearings from weather and construction dust.

1.6 ENVIRONMENTAL REQUIREMENTS

A. Do not operate any equipment for any purpose, temporary or permanent, until ductwork/piping is clean, filters/strainers are in place, bearings lubricated, and equipment has been test run under observation.

1.7 ALTERNATES

A. Refer to Division 01 Section, “Alternates” for description of work under this section affected by alternates.

PART 2 PRODUCTS

2.1 FANS

A. General

1. Provide fans as indicated on the drawings. All fans shall have been tested and their performance rated in accordance with Air Movement and Control Association, Inc., Bulletin 210-85 Test Code and shall be licensed to bear the AMCA Seal. All fans shall carry the AMCA Certified Rating Seal for air and sound. Sound power levels shall be submitted for approval. Fan curves shall be submitted with all fan shop drawings.

2. Fan manufacturer shall submit under what duct configuration (unducted, partially ducted, or ducted) the manufacturer certified the performance of a particular fan or group of fans.

3. When indicated on Contract Drawings provide inverter duty rated motors for all variable speed fans.

2.2 CARBON MONOXIDE DETECTORS

A. Provide and install plug-in type, U.L. listed, carbon monoxide (CO) detector at all locations indicated on the Contract Drawings.

B. The carbon monoxide detectors shall alarm whenever the CO concentration is exceeded. Carbon monoxide detectors shall be manufactured by First Alert, Night Hawk or approved equal.

C. Units shall be suitable for electrical characteristics as scheduled on the Contract Drawings.

PART 3 EXECUTION

3.1 EXAMINATION

A. Verify all dimensions by field measurements. Verify that all equipment may be installed in accordance with pertinent codes and regulations, the original design, and the referenced standards.

B. Verify structure, mounting supports and membrane installations are completed to the proper point to allow installation of roof mounted equipment, where applicable.

C. Examine rough-in requirements for all piping systems to verify actual locations of piping connections prior to installation.

D. Verify that electrical work installation is in accordance with manufacture's submittal and installation requirements of Division 26 sections. Do not proceed with equipment start-up until electrical work is acceptable to equipment installer. Coordinate sizes of all thermal overloads with Division 26.

E. Do not proceed until unsatisfactory conditions have been corrected.

F. Provide wiring diagrams of all equipment as specified in Division 23 Section, *Common Work Results for HVAC.*

3.2 GENERAL INSTALLATION REQUIREMENTS

A. Install all equipment in accordance with manufacturer's installation instructions, in accordance with state and local code requirements, and in accordance with the contract drawings. Install all equipment plumb and level, to tolerances as required by the manufacturer of each item of equipment. Maintain manufacturer recommended clearances around and over all equipment. Boiler burner minimum clearances shall be provided per the State Requirements.

B. Coordinate vibration isolation requirements with all equipment in accordance with Division 23 Section, *Vibration Controls for HVAC, Plumbing and Fire Protection Equipment*.

C. Coordinate all electrical requirements with Division 26.

D. Coordinate all indoor and outdoor equipment pad locations and sizes with approved shop drawing submittals. Provide operating weights of equipment to Structural Engineer for review. Coordinate equipment pad locations and sizes with the Concrete Contractor or General Contractor. Furnish anchor bolts which are to be inserted in concrete pads to concrete installer.

E. Verify piping arrangements of all equipment with the contract drawings. Piping details shall be strictly adhered to concerning valves, fittings, components, etc.

F. Connect all equipment, devices and components to wiring systems and to ground as indicated and instructed by manufacturer. Tighten connectors and terminals, including screws and bolts, according to equipment manufacturer's published torque-tightening values for equipment connectors. Where manufacturer's torquing requirements are not indicated, tighten connectors and terminals according to tightening requirements specified in UL 486A.

G. Testing: After installing HVAC equipment, devices and components and after electrical circuitry has been energized, demonstrate product capability and compliance with requirements.

H. Remove and replace malfunctioning units with new units and retest.

I. All mechanical penetrations or terminations in exterior walls shall be flashed and caulked watertight.

3.3 FIELD QUALITY CONTROL

A. Where indicated provide the services of a factory authorized service representative to examine the field assembly of components, installation, piping, electrical connections, controls, and clearances. Submit factory start-up check list to Engineer for information purposes. Testing and balancing work shall not commence until start-up reports have been completed, reviewed by Engineer, and forwarded to Testing and Balancing Agency.

B. Where factory start-up of equipment is not specified, provide field start-up by qualified technician to examine the field assembly of components, installation, piping, electrical connections, controls and clearances. Record equipment manufacturers standard start-up information and submit to Engineer for review. Testing and balancing work shall not commence until start-up reports have been completed, reviewed by Engineer, and forwarded to Testing and Balancing Agency.

C. Fill all hydronic systems with water after flushing and test for leaks. Repair leaks and replace lost water.

D. Verify proper motor sizes, voltages, thermal overloads, nameplate data, etc. All equipment voltages and current shall be recorded to insure that motors are operating below their service factors. Test and Balance Engineer shall record electrical data before continuous or permanent operation.

3.4 DEMONSTRATION

A. Where indicated, provide the services of a factory authorized service representative to provide start-up and to demonstrate and train the Owner's maintenance personnel.

B. Place equipment into operation and adjust controls and safeties. Replace damaged or malfunctioning components and controls.

C. Training:

1. Train the Owner's maintenance personnel on start-up and shut-down procedures, trouble shooting procedures, lubrication, servicing procedures and preventative

maintenance schedules/procedures. Review with the Owner's personnel, the contents of the operation and maintenance data specified in Division 23 Section, *Common Work Results for HVAC.*

2. Submit operation and maintenance data as soon as possible prior to project close-out. Operations and maintenance data shall be submitted to the Owner for review and comment prior to submission to the Engineer.

3. Schedule training with the Owner through the Engineer with at least seven (7) days prior notice.

D. Contractor shall demonstrate removal and replacement of filters at all pieces of equipment with filters in the prescence of the Owners representative.

3.5 CLEANING

A. After completing installation, inspect exposed finish. Remove burrs, dirt, and construction debris, and repair damaged finishes including chips, scratches, and abrasions.

B. Clean fan and equipment interiors to remove foreign material and construction dirt and dust. Vacuum clean fan wheels, and cabinets entering air face.

3.6 FAN INSTALLATION REQUIREMENTS.

A. Install fans with resilient mounting and flexible electrical leads.

B. Install flexible connections and vibration isolators as specified in Division 23 Section, *Common Work Results for HVAC* and Division 23 Section *Vibration Controls for HVAC, Plumbing and Fire Protection Equipment*. Ensure metal band of connectors are parallel with minimum one inch flex between ductwork and fan while running.

C. Provide safety screens/guards on all fans and permanently mount after final testing and balancing.

D. Do not operate fans for any purpose until ductwork is clean, filters in place, bearings lubricated, and fans have been test run under operation.

E. Provide sheave required for final air balance.

F. Install fans according to manufacturer's written instructions.

G. Adjust damper linkages for proper damper operation.

H. Adjust belt tension.

I. Lubricate bearings.

J. Replace fan and motor pulleys and belts as required to achieve design conditions.

3.7 COMBUSTION AIR SYSTEM INSTALLATION REQUIREMENTS

A. Complete mechanical and electrical connections in accordance with manufacturers' printed instructions.

B. Install adapter for combustion air fans as required.

C. Furnish and install power and control wiring.

D. Install static pressure sensor, control panel, tubing and pressure transducer.

E. Install all combustion air system components as indicated on drawings, including low voltage wiring from room static pressure-sensor to modulating fan controller and line voltage wiring from modulating fan controller to the combustion air fan. Install low voltage wiring from control panel to appliances for system shut-down in the event of insufficient static pressure. Ensure the following:

1. Allow satisfactory arrangement in the space available.

F. Provide services of factory representative of chimney automation system manufacturer to:

1. Supervise installation of combustion air fan and controls.

2. Start-up and adjust control.

3. Test individual controls for proper operation.

4. Set draft for specified operation.

5. Test safety system.

G. Submit a written report signed by manufacturer's authorized representative, confirming that safety and operating controls have been properly installed.

H. Operating Instructions: Instruct Owner's Representative and designated personnel in the proper operation and maintenance of the packaged system.

I. Manufacturers Warranty

1. All equipment shall to be guaranteed against defects in materials and/or workmanship for a period of 24 months from the date of installation, or 30 months from date of shipment, whichever occurs first. The warranty shall be provided by the equipment vendor and shall include the parts necessary to repair or replace all defective parts and materials.

2. The combustion air fan shall covered by a 2-year warranty.

3.8 BOILER BURNER INSTALLATION REQUIREMENTS

A. Install boiler burners in accordance with NFPA-54, NPFA-31, Delaware Boiler and Pressure Vessel Safety Requirements including ASME CSD-1, Amendments and

Addenda, latest edition, State of Delaware Requirements. Coordinate inspection of boiler by local Boiler Inspector or authority having jurisdiction. Correct any and all violations noted by Boiler Inspector at no additional cost to the Owner.

B. Provide connections of fuel source piping in accordance with codes listed above. All gas regulators and gas pressure relief valves shall be piped to the building exterior and terminated with a gooseneck and vermin screen as required in CSD-1. Gas regulator and gas relief valve pipe material shall be in accordance with A.S.M.E. Code.

C. Provide piping connections and accessories as specified and detailed on drawings. For hot water piping all piping up to the first OS&Y gate valve on each side of the boiler shall be welded, flanged or screwed. Grooved joint piping is not acceptable until after the OS&Y gate valve on each side of the boiler.

D. Pipe all relief valves to nearest floor drain. Support relief valve piping in accordance with A.S.M.E. requirements. Relief valve pipe material shall be in accordance with A.S.M.E. Code. Install no more than one (1) elbow on safety relief valve discharge pipe located close to the valve outlet downstream of the union.

E. Provide for connection to electrical services.

F. Provide for connection to gas pilot piping including strainer, shut-off valve, unions, and regulators.

G. Install boiler burners level and plumb, according to manufacturer's written instructions and referenced standards.

H. Install electrical devices furnished with boiler burners, but not specified to be factory mounted. Mount, install, and wire low water cutoffs and gas train valves. Low water cut offs and gas train valves shall be installed per manufacturers recommendations and wired in accordance with the National Electric Code.

I. Electrical: Comply with applicable requirements in Division 26.

J. Ground equipment.

1. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B.

K. Manufacturer's Field Service: Engage a factory-authorized service representative to supervise the field assembly of components and installation of boilers, including piping and electrical connections. Report results in writing.

1. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

2. Submit flue gas and combustion analysis reports to Engineer.

3. Record design and actual draft available at appliance vent connection.

L. Hydrostatically test assembled boiler burner and piping, according to applicable sections of the ASME Boiler and Pressure Vessel Code.

M. Flush and clean boilers on completion of installation, according to manufacturer's written instructions.

N. After completing boiler burner installation, including outlet fittings and devices, inspect exposed finish. Remove burrs, dirt, and construction debris and repair damaged finishes including chips, scratches, and abrasions with manufacturer's touch up paint.

O. Before boiler burner installation, examine roughing-in for equipment bases, anchor-bolt sizes and locations, and piping and electrical connections to verify actual locations, sizes, and other conditions affecting boiler performance, maintenance, and operations.

1. Final boiler locations indicated on Drawings are approximate. Determine exact locations before roughing-in for piping and electrical connections.

P. Examine mechanical spaces for suitable conditions where boilers will be installed.

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

R. Equipment Mounting:

1. Mount valves and devices at heights required by the Boiler Inspector.

S. Install gas-fired boiler burner according to NFPA 54.

T. Assemble and install boiler trim.

U. Install electrical devices furnished with boiler but not specified to be factory mounted.

V. Install control wiring to field-mounted electrical devices.

W. Piping installation requirements are specified in other Division 23 Sections. Drawings indicate general arrangement of piping, fittings, and specialties. All boiler relief valve and drain piping shall be Type L copper piping.

X. Install piping adjacent to boiler burners to allow service and maintenance.

Y. Install piping from equipment drain connection to nearest floor drain. Piping shall be at least full size of connection. Provide an isolation valve. Drain valves shall be brass, ball type and not less than 1-inch. Pipe ends shall be cut at 45 degree angle to prevent a cap or plug from being installed.

Z. Connect piping to boiler burners, except safety relief valve connections, with flexible connectors of materials suitable for service. All relief valve discharge piping shall be fully supported to prevent undue stress or strain.

AA. Connect gas piping to boiler gas-train inlet with union and shut-off valve. Piping shall be at least full size of gas train connection. Provide a reducer if required. Furnish and install gas pressure regulators as required.

BB. Ground equipment according to Division 26, Section "Grounding and Bonding."

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

DD. Perform the following tests and inspections with the assistance of a factory-authorized service representative:

1. Perform installation and startup checks according to manufacturer's written instructions.
2. Leak Test: Hydrostatic test. Repair leaks and retest until no leaks exist.
3. Operational Test: Start units to confirm proper motor rotation and unit operation. Adjust air-fuel ratio and combustion.
4. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

    a. Check and adjust initial operating set points and high- and low-limit safety set points of fuel supply, water level and water temperature.
    b. Set field-adjustable switches and circuit-breaker trip ranges as indicated.

EE. Remove and replace malfunctioning units and retest as specified above.

FF. Prepare test and inspection reports.

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

HH. Performance Tests:

1. Engage a factory-authorized service representative to inspect component assemblies and equipment installations, including connections, and to conduct performance testing.
2. Boiler burners shall comply with performance requirements indicated, as determined by field performance tests. Adjust, modify, or replace equipment to comply.
3. Perform field performance tests to determine capacity and efficiency of boilers.

    a. Test for full capacity.
    b. Test for boiler burners efficiency at low fire 20, 40, 60, 80, 100, 80, 60, 40, and 20 percent of full capacity. Determine efficiency at each test point.

4. Repeat tests until results comply with requirements indicated.
5. Provide analysis equipment required to determine performance.
6. Provide temporary equipment and system modifications necessary to dissipate the heat produced during tests if building systems are not adequate.
7. Document test results in a report and submit to Engineer.

II. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain boilers.

END OF SECTION

DIVISION 23 SECTION 230601
COMBUSTION AIR FANS
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SECTION 230601 COMBUSTION AIR FANS

PART 1 GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section includes the following:

1. Combustion-air fans with variable frequency drive, modulating fan control, and indoor/outdoor static pressure sensor.

1.3 SUBMITTALS

A. Product Data: For each type of product indicated

B. Shop Drawings: Show fabrication and installation details for fans. Include plans, elevations, section, details, and attachments to other work. Detail equipment assembly, components, hangers and location and size of each field connection.

1. Wiring Diagrams: Power, signal, and control wiring.

C. Operation and Maintenance Data: For draft control devices to include in emergency, operation, and maintenance manuals.

D. Warranties: Special warranties specified in this Section.

1.4 QUALITY ASSURANCE

A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.

1.5 WARRANTY

A. Special Warranty: Manufacturer’s standard form in which manufacturer agrees to repair or replace components of vent dampers combustion-air fans that fail in materials or workmanship within specified warranty period.

B. Fan and all components shall be warranted for 2 years.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. In other Part 2 articles where titles below introduce lists, the following requirements

apply to product selection:

1. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, manufacturers specified.

2.2 COMBUSTION-AIR FANS

A. Available Manufacturers:

1. ENERVEX
2. Field Controls LLC; the Venting Solutions Company
3. Tjernlund Products Inc.
4. Exhausto

B. General Description: The ventilator must be suitable for indoor installation. The housing shall have duct connections and be designed so the entire impeller and motor assembly can be removed as a unit. Housing must be resistant to corrosion. It must have a service door that can be opened for easy cleaning service.

C. Fan Construction: The tuberaxial fan shall be made in cast aluminum and be completely in balance. The impeller must be balanced statically and dynamically, and balancing weights must be permanently attached. Heavy gauge corrosion resistant steel housing. The housing shall be factory insulated or field insulated to prevent condensation at the contractor's option.

D. Motors: The motor(s) must be a totally enclosed, fan cooled variable speed motor with pre-lubricated and sealed ball bearings requiring no further maintenance, and rated as shown on the fan schedule. To assure motor longevity the motor shall not operate at speeds above 1720 RPM.

E. Modulating Pressure Control: The modulating pressure control shall be a true P1D control and shall be able to maintain a constant pressure of 0.012"W.C., by modulating fan speed. Systems shall be designed so it can maintain a pressure setting in a mechanical room. It shall be able to adjust to the proper setting in less than 20 seconds after an adjustment is made necessary. The control shall include an outdoor probe with tubing and a transducer to be located in the mechanical rooms as shown on the manufacturer's submittal. The transducer shall be field wired to the modulating pressure control. The system shall have these features:

1. "Plug-and-Play" self-check that detects connections, setting requirements and accessories.
2. Means to set the required room pressure and a LCD-panel to display the value. The LCD panel must also be able to show the actual pressure.
3. Programmable microprocessor for selective programming of purge times, sensor sensibility, alarm limits and delays, language, manual overrides, manual functions, low limits ventilator speeds and more via the programming panel and via and RS-232 port.
4. Choice of intermittent and continuous ventilator operation.
5. A standard board that interlocks with up to 6 boilers so a call for heat activates the ventilator and releases the burner once an adequate, pre-set room pressure has

been established.

6. The proven pressure function must be an integral part of the control to avoid external wiring to separate switch(es). It must be able to be set for automatic or manual reset.
7. Operating Priority option, which allows one or more appliances to operate during electrical or mechanical failure of the ventilator provided the pressure requirement can be met and safe operation assured. Set up of a default. Operating priority must be possible, so the most important appliance(s) have highest priority during calls for heat. It must automatically check for ventilator operation every two hours and go back to normal operation if appropriate.
8. Adjustable pre-purge, so the control will allow the ventilator to prime the mechanical room prior to appliance startup.
9. Adjustable post-purge, so the control will allow the chimney ventilator to operate for up to 3 minutes after the burner has shut down. It shall have a 2 second built in delay function to avoid nuisance cutouts.
10. Bearing cycle activation every 7 days in case the ventilator has not been operating during the past 7 day period.
11. Means to set the required room pressure and a LCD panel to display the value. The LCD panel must also be able to show the actual pressure.
12. Self-diagnostics panel with LED diodes for verification of proper operation.
13. Alarm functions with fault code showing on LED display as well as a visual alarm.
14. The control must be able to maintain an error log so the last 10 fault codes can be retrieved.

F. Furnish a variable frequency drive, Danfoss or approved equal programmed for an approved to operate the ventilator(s) as shown on plans. It shall be immune to electromagnetic interference.

G. Accessories:

1. Modulating pressure control.
2. Pressure control.
3. Variable Frequency Drive.
4. Flexible Connections.
5. Power Draft Switch.

2.3 MOTORS

A. Comply with requirements in Division 23 Section “Common Work Results for HVAC”.

B. Provide variable frequency drive motor bearing protective rings per Division 23 Section, “Common Work Results for HVAC”.

PART 3 EXECUTION

3.1 INSTALLATION

A. Install listed components in a manner conforming to the listing.

B. Install interlock low voltage wiring from transducer to pressure modulating controller.

C. Install ductwork with flexible connections.

3.2 CONNECTIONS

A. Ground equipment according to Division 26 Section, “Grounding and Bonding”.

B. Connect wiring according to Division 26 Section, “Conductors and Cables”.

C. Interlock combustion air fan with new and existing boiler burners operation.

3.3 STARTUP SERVICE

A. Engage a factory-authorized service representative to perform start-up service.

1. Complete installation and startup checks according to manufacturer’s written instructions.

B. Remove and replace malfunctioning components and recheck.

3.4 ADJUSTING

A. Set field-adjustable switches and controls as indicated.

B. Test system.

C. Adjust and recommend all final set point.

3.5 DEMONSTRATION

A. Engage a factory-authorized service representative to train Owner’s maintenance personnel to adjust, operate, and maintain combustion air fans. Refer to Division 01 Section, “Closeout Procedures and Demonstration and Training”.

END OF SECTION

DIVISION 23 SECTION 230701
HVAC INSULATION

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SECTION 230701 - HVAC INSULATION

PART 1. GENERAL

1.1. REFERENCE

A. The Conditions of the Contract and other General Requirements apply to the work specified in this Section. All work under this Section shall be subject to the requirements of Division 23 Section, *Common Work Results for HVAC*.

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

1.2. DESCRIPTION

A. All piping, ductwork and equipment installed under this Contract shall be covered as specified.

1.3. SCOPE

A. The work covered by this specification consists of furnishing all labor, equipment, materials and accessories, and performing all operations required, for the correct fabrication and installation of thermal insulation applied to all piping, equipment, and duct systems, in accordance with applicable project specifications and drawings, subject to the terms and conditions of the contract.

1.4. STANDARDS

A. Thermal insulation materials shall meet the property requirements of one or more of the following specifications as applicable to the specific product or use:

1. American Society for Testing of Materials Specifications:

a). ASTM C 547, "Standard Specification for Mineral Fiber Preformed Pipe Insulation".

b). ASTM C 533, "Standard Specification for Calcium Silicate Pipe & Block Insulation".

c). ASTM C 55, "Standard Specification for Mineral Fiber Blanket and Felt Insulation".

d). ASTM E 96, “Standard Test Methods for Water Vapor Transmission of Material”.

e). ASTM C 585, "Recommended Practice for Inner and Outer Diameters of Rigid Pipe Insulation for Nominal Sizes of Pipe and Tubing (NPS System)".

f). ASTM C 612, "Standard Specification for Mineral Fiber Block and Board Thermal Insulation".

g). ASTM C 1136, "Standard Specification for Barrier Material, Vapor, "Type 1 or 2 (Jacket only).

h). ASHRAE 90.1 "Energy efficient design of new buildings except low-rise residential buildings", latest edition.

B. Insulation materials, including all weather and vapor barrier materials, closures, hangers, supports, fitting covers, and other accessories, shall be furnished and installed in strict accordance with project drawings, plans, and specifications.

1.5. SYSTEM PERFORMANCE

A. Insulation materials furnished and installed hereunder should meet the minimum economic insulation thickness requirements of the North American Insulation Manufacturers' Association (NAIMA) (formerly known as TIMA), to ensure cost-effective energy conservation performance. Alternatively, materials should meet the minimum thickness requirements of National Voluntary Consensus Standard 90.1, (latest edition) and "Energy Efficient Design of New Buildings," of the American Society of Heating, Refrigeration, and Air-Conditioning Engineers (ASHRAE), latest edition. However, if other factors such as condensation control or personnel protection are to be considered, the selection of the thickness of insulation should satisfy the controlling factor. As minimum, all insulation thicknesses shall be as hereinafter specified.

B. Insulation materials furnished and installed hereunder shall meet the fire hazard requirements of any one of the following specifications:

1. American Society for Testing of Materials ASTM E 84

2. Underwriters' Laboratories, Inc. UL 723

3. National Fire Protection Association NFPA 255

4. ASTM E 96, “Standard Test Methods for Water Vapor Transmission of Materials”.

C. Calcium silicate products shall include a visual identification system to permit positive field determination of their asbestos-free characteristics.

1.6. QUALITY ASSURANCE

A. Insulation materials and accessories furnished and installed hereunder shall, where required, be accompanied by manufacturers' current submittal or data sheets showing compliance with applicable specifications listed in Section 1.4 above.

B. Insulation materials and accessories shall be installed in a workmanlike manner by skilled and experienced workers who are regularly engaged in commercial insulation work.

1.7. DELIVERY AND STORAGE OF MATERIALS

A. All of the insulation materials and accessories covered by this specification shall be delivered to the job site and stored in a safe, dry place with appropriate labels and/or other product identification.

B. The Contractor shall use whatever means are necessary to protect the insulation materials and accessories before, during, and after installation. No insulation material shall be installed that has become damaged in any way. The Contractor shall also use all means necessary to protect work and materials installed by other trades.

C. If any insulation material has become wet because of transit or job site exposure to moisture or water, the Contractor shall not install such material, and shall remove it from the job site. An exception may be allowed in cases where the Contractor is able to demonstrate that wet insulation when fully dried out (either before installation, or afterward following exposure to system operating temperatures) will provide installed performance that is equivalent in all respects to new, completely dry insulation. In such cases, consult the insulation manufacturer in writing for technical assistance.

D. Maintain ambient temperatures and conditions required by manufacturers of adhesives, mastics, and insulation cements. Protect all insulation from water, construction traffic, dirt, chemical and mechanical damage.

1.8. ALTERNATES

A. Refer to Division 01 Section, *Alternates* for description of work under this section affected by alternates.

PART 2. PRODUCTS

2.1. GENERAL

A. All materials to be insulated shall be thoroughly cleaned, after completion of successful tests, and shall be covered as specified below. Fiberglass insulation shall be Owens-Corning, Manville, Armstrong, or P.P.G, or as approved equal.

2.2. PIPE INSULATION MATERIALS

A. Unless otherwise noted, insulation shall be one piece or half sectional molded fibrous glass with "K" rating of .23 at 75 degrees Fahrenheit mean temperature, for service temperatures between -60 degrees Fahrenheit and +450 degrees Fahrenheit with all service jacket. Pipe insulation shall be fiberglass SSL II with double closure system as manufactured by Owens Corning, Johns Manville, Knauf or approved equal.

B. Unless otherwise noted, pipe insulation jacket shall be factory-applied vinyl coated, embossed and reinforced vapor barrier laminate, with a perm rating of not more than 0.02 perms. All hot and cold, concealed and exposed butt strips shall be of the same material as the jacket. Jacket and butt strips shall be sealed with field-applied Foster 85-20/85-60 or Childers CP-82 (5 gal cans only) adhesive. Jacket and butt strips shall be off-white color and shall be equivalent to Owens-Corning Fiberglass 25-ASJ.

C. For fittings on all piping, valves and flanges, apply fiberglass molded or segmented insulation equal in thickness to the adjoining insulation and securely fasten in place using wire. Cold piping: Apply a tack coat of vapor barrier coating and reinforcing mesh. After ½ hour, apply second coat of same vapor barrier coating, UL labeled, Type C, for cold water piping, Hot piping Type H for hot water piping**:** Apply tack of breather mastic. Wrap fitting with fiberglass reinforcing cloth overlapping adjoining sections of pipe insulation by 2-inches. Apply a second coat of breather mastic over the reinforcing cloth, working it to a smooth finish.

1. Vapor Barrier Coating: Foster 30-65; Childers CP-34 or Vimasco 749. Permeanie shall be 0.03 perms or less at 45 mils dry as test by ASTM E96.
2. Breather mastic: Foster 46-50; Childers CP-10/11 or Vimasco WC-5
3. Reinforcing Mesh: Foster Mast a Fab; Childers Chil Glas #10 or Vimasco Elastafab

D. All pipe insulation, jackets, or facings, and adhesives used to adhere jacket or facing to the insulation, including fittings and butt strips, shall have non-combustible fire and smoke hazard system rating and label as tested by ASTM E-84, NFPA 225, and UL 73, not exceeding Flame Spread 25, Fuel Contributed 50, Smoke Developed 50. Accessories such as adhesives, mastic cements, tapes and cloth for fittings shall have the same ratings as listed above. All products or their shipping cartons shall bear the Underwriter's label indicating that flame and smoke ratings do not exceed the above criteria.

E. For piping having a vapor barrier insulation and for all insulated piping requiring supports, hangers and supports shall be installed outside the insulation. Wherever hangers and supports are installed outside the insulation, pipe insulation protecting shields shall be provided. Where insulation is a load bearing material, of sufficient strength to support the weight of the piping, pipe shields one-third the circumference of the insulation and of a length not less than three times the diameter of the insulation (maximum length 24-inches) shall be provided. Insulation of 7-1/4 pound or greater density will be considered as load bearing for pipe sizes up to and including 2-inches. Where insulation is not of sufficient strength to support the weight of the piping, a half section of high density fiberglass or foam inserts, shall be provided. Vapor barrier and finish shall be applied as required to match adjoining insulation. In addition, shields shall be furnished as specified above.

F. All disturbed piping insulation in existing areas shall be re-insulated with insulation type, density, and thickness as specified for new piping. Insulation damaged due to new work and demolition only shall be replaced unless otherwise noted.

G. Fittings and valves shall be insulated with pre-formed fiberglass fittings, fabricated sections of fiberglass pipe insulation, Fiberglass pipe and tank insulation, Fiberglass blanket insulation, or insulating cement. Thickness shall be equal to adjacent pipe insulation. Finish shall be with pre-formed PVC fitting covers or as otherwise specified on contract drawings. Where applicable, Victaulic PVC fitting valve and coupling covers shall be utilized. Victaulic PVC covers shall be installed with matching pipe insulation jacketing material, vinyl tape solvent weld adhesive and appropriate fasteners.

1. Flanges, couplings and valve bonnets shall be covered with an oversized pipe insulation section sized to provide the same insulation thickness as on the main pipe section. An oversized insulation section shall be used to form a collar between the two insulation sections with low density blanket insulation being used to fill gaps.

Jacketing shall match that used on straight pipe sections. Rough cut ends shall be coated with a suitable weather or vapor-resistant mastic as dictated by the system location and service. Finish valve installation with a Tyvac jacket with ends that secure to adjacent piping.

2. On hot systems where fittings are to be left exposed, insulation ends should be beveled away from bolts for easy access.

H. All piping shall be supported in such a manner that neither the insulation or the vapor/weather barrier is compromised by the hanger or the effects of the hanger. In all cases, hanger spacing must be such that the circumferential joint may be made outside the hanger. On cold systems, vapor barrier must be continuous, including material covered by the hanger saddle.

1. Piping systems 3-inches (7.5cm) in diameter or less, insulated with Fiberglass insulation, may be supported by placing saddles of the proper length and spacing, as designated in Owens-Corning Pub. 1-IN-12534, under the insulation. Hangers saddles shall be minimum 16 gauge with a saddle arc of 120 degrees minimum.

2. For hot or cold piping systems larger than 3-inches (7.5 cm) in diameter, operating at temperatures less than +200 degrees F (93 degrees C) and insulated with fiber glass, high density inserts such as foam or wood blocks with sufficient compressive strength shall be used to support the weight of the piping system. At temperatures exceeding ±200 degrees F (93 degrees C), Owens-Corning Pink Calcium Silicate, IIG, or approved equal pipe insulation shall be used for high density inserts.

3. Owens-Corning Pink Calcium Silicate pipe insulation may be used to support the entire weight of the piping system provided the hanger saddle is designed so the maximum compressive load does not exceed 100 psi (7kg/cm).

4. Where pipe shoes and roller supports are required, insulation shall be inserted in the pipe shoe to minimize pipe heat loss. Where possible, the pipe shoe shall be sized to be flush with the outer pipe insulation diameter.

5. Thermal expansion and contraction of the piping and insulation system shall generally be taken care of by utilizing double layers of insulation and staggering both longitudinal and circumferential joints. Where long runs are encountered, expansion joints may be required where single layers of insulation are being used and should be so noted on the contract drawings.

2.3. PIPING INSULATION THICKNESSES SCHEDULE

A. All piping shall be insulated with pipe insulation of the thicknesses indicted below:

PIPING INSULATION THICKNESS SCHEDULE SERVICES	**THICKNESS**
Heating Hot Water Piping 2-inches & Larger	2 -inch thickness
Heating Hot Water Piping 1-½ -inches & Smaller	2 -inch thickness

2.4. DUCTWORK INSULATION MATERIALS AND THICKNESSES

A. Insulate all supply, combustion air, plenums, exhaust, and outside air intake ductwork with fiberglass exterior duct insulation with factory-applied foil facing. All exposed fiberglass duct insulation shall be 1-1/2-inch rigid or non-flexible board type 3.0 pcf minimum density, 0.23 max. "K" factor at 75 degrees F mean temperature, with white vinyl A.S.J. vapor barrier facing. All concealed fiberglass duct insulation shall be 1-1/2-inch flexible blanket type, 1.0 pcf minimum density. All concealed insulation shall be 0.27 max. "K" factor at 75 degrees F mean temperature with reinforced foil-scrim Kraft vapor barrier facing.

B. Refer to Division 23 Section, *HVAC Air Distribution System* and contract drawings for location of all sound-lined ductwork. Sound-lined ductwork from the discharge or supply side of all fans shall require external insulation in addition to internal lining specified hereinafter. All other ducts indicated to be provided with interior lining shall not require additional exterior insulation.

C. Where a vapor barrier is required, all joints, seams, tears, punctures, and other penetrations shall be closed with 3-inch (7.5cm) pressure-sensitive tape matching the facing or with vapor barrier coating reinforced with 3-inch (7.5cm) glass scrim tape.

D. Contractor-applied internal linings shall be as specified and installed as hereinafter specified.

E. For exposed Fiberglass duct insulation, tightly butt all edges and seams. Secure insulation with flush mechanical fasteners spaced not less than one per square foot. Insulation may be secured with 100 percent coverage of adhesive with mechanical fasteners on the underside of the duct only, in addition to adhesive. Adhesive shall be water based Foster 85-60 or Childers CP-127. Cover all seams, joints and fasteners with not less than 3-inch wide tape matching the insulation facing. Pre-finished white fastener caps may be left exposed if the spacing and pattern is uniform in appearance. Staples will not be permitted.

2.5. ACCESSORY MATERIALS

A. Accessory materials installed as part of insulation work under this section shall include, but not be limited to:

1. Closure Materials - Butt strips, bands, wires, staples, mastics, adhesives; pressure-sensitive tapes.

2. Field-applied jacketing materials - sheet metal, plastic, canvas, fiber glass cloth, insulating cement; PVC fitting covers, PVC jacketing.

3. Support Materials - Hanger straps, hanger rods, saddles.

4. Fasteners, weld pins/studs, speed clips, insulation washers.

5. Metal mesh or expanded metal lagging.

B. All accessory materials shall be installed in accordance with project drawings and specifications, manufacturer's instructions, and/or in conformance with the current edition of

the Midwest Insulation Contractors Association (MICA) "Commercial & Industrial Insulation Standards."

2.6. FIELD-APPLIED JACKET

A. Field-applied jackets shall comply with ASTM C 921, Type I, unless otherwise indicated.

B. PVC Jacket: High-impact-resistant, UV-resistant PVC complying with ASTM D 1784, Class 16354-C; thickness as scheduled; roll stock ready for shop or field cutting and forming. Thickness is indicated in field-applied jacket schedules.

1. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to, the following:
   a). Johns Manville; Zeston.
   b). P.I.C. Plastics, Inc.; FG Series.
   c). Proto PVC Corporation; LoSmoke.
   d). Speedline Corporation; SmokeSafe.

2. Adhesive: As recommended by jacket material manufacturer.

3. Color: High Gloss White.

4. Factory-fabricated fitting covers to match jacket if available; otherwise, field fabricate.
   a). Shapes: 45- and 90-degree, short- and long-radius elbows, tees, valves, flanges, unions, reducers, end caps, soil-pipe hubs, traps, mechanical joints, and P-trap and supply covers for lavatories.

2.7. HANGER BLOCKS

A. For all pipes larger than 3 inches in diameter the hanger blocks shall be high compressive strength foam or wood blocks. Wood blocks shall be precision cut thickness to match specified insulation and shall include flared edge hanger saddle as manufactured by Buckaroo.

B. The wood blocks shall be suitable for temperatures from -120 degrees Fahrenheit to 200 degrees Fahrenheit. Do not utilize the wood blocks for piping systems operating outside of the indicated temperature range.

PART 3. EXECUTION

3.1. WORKMANSHIP

A. The Contractor shall take special care to prevent soiling equipment below or adjacent to areas being insulated. He shall be completely responsible for removing insulation cement splashes and smears and all surfaces that he mars or otherwise soils or defaces, and he will be totally responsible for restoring these damaged surfaces to their like-new condition when delivered to the site.

3.2. SITE INSPECTION

A. Before starting work under this section, carefully inspect the site and installed work of other trades and verify that such work is complete to the point where installation of materials and accessories under this section can begin.

B. Verify that all materials and accessories can be installed in accordance with project drawings and specifications and material manufacturers' recommendations.

C. Verify, by inspecting product labeling, submittal data, and/or certifications which may accompany the shipments, that all materials and accessories to be installed on the project comply with applicable specifications and standards and meet specified thermal and physical properties.

3.3. PREPARATION

A. Ensure that all pipe and equipment surfaces over which insulation is to be installed are clean and dry.

B. Ensure that insulation is clean, dry, and in good mechanical condition with all factory-applied vapor or weather barriers intact and undamaged. Wet, dirty, or damaged insulation shall not be acceptable for installation.

C. Ensure that pressure testing of piping or duct systems has been completed prior to installing insulation.

3.4. INSTALLATION

A. Piping Systems

1. General:

a). Install all insulation materials and accessories in accordance with manufacturer's published instructions and recognized industry practices to ensure that it will serve its intended purpose.

b). Install insulation on piping subsequent to installation of heat tracing, painting, testing, and acceptance tests.

c). Install insulation materials with smooth and even surfaces. Insulate each continuous run of piping with full-length units of insulation, with single cut piece to complete run. Do not use cut pieces or scraps abutting each other. Butt insulation joints firmly to ensure complete, tight fit over all piping surfaces.

d). Maintain the integrity of factory-applied vapor barrier jacketing on all pipe insulation, protecting it against puncture, tear or other damage. Seal all tears, punctures and other penetrations of the pipe insulation vapor barrier coating.

e). On exposed piping, locate insulation and cover seams in least visible location.

2. Fittings: Cover valves, fittings, unions, flanges, strainers, flexible connections, expansion joints, pump bodies, strainers, blowdowns, backflow preventers, autoflow valves and similar items in each piping system using one of the following:

a). Mitered sections of insulation equivalent in thickness and composition to that installed on straight pipe runs.

b). Cold pipe fittings: Apply a tack coat of vapor barrier coating and reinforcing mesh to produce a smooth surface. After ½ hour, apply a second coat of same vapor barrier coating, UL labeled, Type C, for cold water piping.

c). Hot pipe fittings and Type H for hot water piping: Apply tack of breather mastic. Wrap fitting with fiberglass reinforcing cloth overlapping adjoining sections of pipe insulation by 2-inches. Apply a second coat of Type C or Type H breather mastic over the reinforcing cloth, working it to a smooth finish.

d). Insulation cement equal in thickness to the adjoining insulation.

e). PVC fitting covers insulated with material equal in thickness and composition to adjoining insulation.

3. Penetrations: Extend piping insulation without interruption through walls, floors, and similar piping penetrations, except where otherwise specified.

4. Joints:

a). Butt pipe insulation against hanger inserts. For hot pipes, apply 3-inch (7.5cm) wide vapor barrier tape or bank over butt joints. For cold piping, apply wet coat of vapor barrier lap cement on butt joints, and seal joints with 3-inch (7.5cm) wide vapor barrier tape or band.

b). All pipe insulation ends shall be tapered and sealed, regardless of service.

B. Ductwork Insulation:

1. General:

a). Before installing insulation, ensure that all seams and joints in ductwork have been sealed and leak tested by the contractor responsible for the duct system. Before applying duct insulation, air ducts shall be clean and dry.

b). Install insulation in accordance with manufacturer's published instructions and recognized industry practice to ensure that it will serve its intended purpose.

c). Install insulation materials with smooth and even surfaces. Butt joints firmly together to ensure complete and tight fit over surfaces to be covered.

d). Maintain the integrity of factory-applied vapor barrier jacketing on all insulation, protecting it against puncture, tears or other damage. All staples used on ductwork insulation shall be coated with suitable sealant to maintain vapor barrier integrity and covered with pressure sensitive vapor barrier tape and vapor barrier coating as specified.

e). Insulate entire system including fittings, joints, flanges, fire dampers, flexible connections, and exposed joints. All portions of duct designated to receive duct wrap shall be completely covered with duct wrap.

f). To ensure installed thermal performance, duct wrap insulation shall be cut to "stretch-out" dimensions. Maintain specified duct insulation thickness and vapor barrier at all fittings, obstructions, and duct flanges.

g). A 2-inch (50mm) piece of insulation shall be removed from the facing at the end of the piece of duct wrap to form an overlapping stapling and taping flap.

h). Install duct wrap insulation with facing outside so that the tape flap overlaps the insulation and facing at the other end of the piece of duct wrap. Adjacent sections of duct wrap insulation shall be tightly butted with the 2-inch (50mm) stapling and taping flap overlapping. If ducts are rectangular or square, install so insulation is not excessively compressed at corners. Seams shall be stapled approximately 6-inches (150mm) on center with 2-inch (13mm) (min) steel outward clinching staples.

i). Seams, joints and staples shall be sealed with pressure-sensitive tape matching the insulation facing (either plain foil or FRK backing stock) and glass fabric and vapor barrier coating. Cloth duct tape of any color or finish using reclaimed rubber adhesives shall not be utilized on duct wrap insulation. Adjacent sections of duct wrap shall be tightly butted with the 2-inch (50mm) tape flap overlapping.

j). Where rectangular ducts are 24-inch (600mm) in width or greater, duct wrap insulation shall be additionally secured to the bottom of the duct with mechanical fasteners such as pins and speed clip washers, spaced on 18-inch (425mm) centers (maximum) to prevent sagging of insulation.

k). Seal all tears, punctures and other penetrations of the duct wrap facing using one of the above methods to provide a vapor tight system.

l). Upon completion of installation of duct wrap and before operation is to commence, visually inspect the system and verify that it has been correctly installed.

m). Open all system dampers and turn on fans to blow all scraps and other loose pieces of material out of the duct system. Allow for a means for removal of such material.

n). Check the duct system to ensure that there are no air leaks through joints.

o). No ductwork insulation shall be supported utilizing tie wire or bailing wire. Penetrations of ductwork insulation vapor barrier are prohibited.

p). Bevel and terminate insulation at access doors. Paint edges with vapor barrier mastic.

q). Install insulation board between volume dampers and sheet metal standoffs.

r). Provide removable insulation section at all pitot tube traverse points. Insulation section shall contain tether that attaches to adjacent ductwork.

2. Penetrations: Extend ductwork insulation without interruption through walls, floors and similar ductwork penetrations, except where otherwise specified.

3. Rigid Insulation:

a). Rigid duct insulation may be impaled over welded pins and secured with insulation caps and washers matching the color of the vapor barrier facing. All seams shall be firmly butted and sealed with pressure-sensitive vapor barrier tape matching the facing and vapor barrier coating.

b). Corner angles shall be installed on all external corners of rigid duct insulation in exposed finished areas before jacketing, except oven and hood exhaust duct insulation, which shall have no corner angles.

4. Duct Wrap Insulation: Duct wrap insulation shall be applied with all joints butted firmly together. All joints in the insulation covering shall be sealed with adhesive. Duct wrap insulation shall be secured to bottom of rectangular or oval ducts over 24inches (60cm) wide with mechanical fasteners on 16-inch (40 cm) (approx.) centers to prevent sagging.

5. Duct Lining Insulation: Duct liner insulation shall be applied with all joints tightly butted using 90 percent coverage of adhesive meeting the requirements of ASTM C 916 plus mechanical fasteners spaced according to the liner manufacturer's schedule for the interior width of the plenum, housing, or air shaft. (Also refer to Division 23 Section, *HVAC Air Distribution System*.)

3.5. FIELD QUALITY ASSURANCE

A. Upon completion of all insulation work covered by this specification, visually inspect the work and verify that it has been correctly installed. This may be done while work is in progress, to assure compliance with requirements herein to cover and protect insulation materials during installation.

3.6. PROTECTION

A. Replace damaged insulation which cannot be satisfactorily repaired, including insulation with vapor barrier damage and moisture-saturated insulation.

B. The insulation contractor shall advise the general and/or the mechanical contractor as to requirements for protection of the insulation work during the remainder of the construction period, to avoid damage and deterioration of the finished insulation work.

3.7. SAFETY PRECAUTIONS

A. Insulation contractor's employees shall be properly protected during installation of all insulation. Protection shall include proper attire when handling and applying insulation materials, and shall include (but not be limited to) disposable dust respirators, gloves, hard hats, and eye protection.

B. The insulation contractor shall conduct all job site operations in compliance with applicable provisions of the Occupational Safety and Health Act, as well as with all state and/or local safety and health codes and regulations that may apply to the work.

3.8. INSULATION COVERING

A. Unless otherwise noted, all exposed duct insulation shall have a field applied PVC jacket cover neatly cut and pasted over ductwork and equipment insulation. PVC shall be high gloss white and shall be 20 mils thick.

B. Unless otherwise noted, all exposed pipe insulation required to be insulated shall be jacketed with a PVC Jacketing with fitting covers. PVC jacket shall be color fade resistant, white high gloss, U.S.D.A. authorized as manufactured by Proto Corporation or approved equal. PVC jacketing shall be high impact, ultraviolet resistant PVC. Minimum thickness shall be 20 mils, roll stock ready for shop or field cutting and forming.

C. Exposed areas include, but are not limited to, all mechanical equipment rooms/fan rooms, and boiler rooms, exposed in an occupied space.

D. Where PVC jackets are indicated, install with 1 inch overlap at longitudinal seams and end joints, for horizontal applications, install with longitudinal seams along top and bottom of tanks and vessels. Seal with manufacturers recommended adhesive.

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

END OF SECTION

DIVISION 23 SECTION 230900
INSTRUMENTATION AND CONTROLS OF HVAC AND PLUMBING SYSTEMS

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SECTION 230900 - INSTRUMENTATION AND CONTROLS OF HVAC AND PLUMBING SYSTEMS (DDC SYSTEM)

PART 1. GENERAL

1.1 SUMMARY

A. For General Mechanical Requirements, see Division 23 Section, *Common Work Results for HVAC*, and Division 01 Sections.

B. Comply with all code requirements and fire safety requirements as specified in Division 23 Section, *Common Work Results for HVAC*.

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

D. The automatic temperature control system ATC and central control and monitoring system (CCMS) shall be electric/electronic direct digital control (DDC), Alerton, Johnson Controls (Metasys), Honeywell, Trend Controls: a division of Honeywell by HavTech Solutions, Invensys, Siemens, Automated Logic Corporation, Reliable Controls, Schneider Electric, Advanced Power, Trane, and ASI Controls. Control Technologies shall be an acceptable installer of the ATC system. All work associated with the automatic temperature control system shall be performed by personnel regularly and directly employed by the Automatic Temperature Controls Contractor. Control System shall be web based, allowing the client access via a standard web browser.

E. Coordinate controls with controlled equipment. Upon completion of the work, calibrate and adjust all controls for proper function. Electric wiring, including interlock wiring for equipment such as combustion air fans, boiler burners, fuel oil pump sets, pumps, air compressors, dampers, etc., shall be furnished and installed under this section. All electrical work shall conform to the applicable requirements of Division 26.

F. All automatic temperature control dampers, valves and separable wells for immersion elements furnished by the Control Manufacturer shall be installed by the Mechanical Contractor or his sheet metal subcontractor under the Control Manufacturer's supervision.

G. Reference is hereby made for this contractor to become familiar with Division 26 of these specifications. Familiarization is for coordination purposes only. The control contractor shall provide all necessary relays, contacts, interlock wiring etc. not provided under Division 26 for the automation of the ATC and CCMS systems as required by the sequence of operation and input/output schedule. The control contractor shall provide all additional devices and interlock wiring required for the automation of the ATC system and monitoring of the CCMS system.

H. Furnish all labor, materials, software, equipment and services necessary for and incidental to furnishing and installing a complete direct digital control, automatic temperature control system to meet the requirements of the sequence of operation described in Part 4.

I. Unless the necessary items are specified to be provided with mechanical equipment by Division 23, the ATC contractor shall coordinate with Division 23, Mechanical, and shall

furnish and install all items necessary to meet the requirements of the Sequence of Operation and the Central Control and Monitoring System (CCMS) indicated on the drawings and as required in this specification.

J. The control system shall include all necessary and specified control equipment properly installed in accordance with the specifications and drawings and shall include, but not be limited to the automatic temperature control and energy management system of the following:

1. Boiler Burners
2. Combustion Air Fans
3. Fuel Oil System
4. Miscellaneous interlocks required for gas systems, oil systems, ventilation systems, etc.
5. Pumps
6. Sequence draft control panel interlocks
7. Variable Speed Drives
8. Ventilation Systems
9. Atomizing air compressors
10. Draft damper

K. All labor, material, equipment and software to meet the functional intent of the system, as specified herein and as shown on the drawings, shall be included. Drawings are diagrammatic only. Equipment and labor not specifically referred to herein or on the plans, that are required to meet the functional intent, shall be provided without additional cost to the owner.

L. Where equipment is specified to be provided by equipment manufacturer or where packaged controls are specified map out all points provided by the manufacturer so the same can be viewed by ATC system. As a minimum all points indicated in the point list and control diagram must be viewable and adjustable from the ATC system. Coordinate with equipment manufacturer.

1.2 DEFINITIONS

A. DDC: Direct digital control.

B. I/O: Input/output.

C. LonWorks: A control network technology platform for designing and implementing interoperable control devices and networks.

D. MS/TP: Master slave/token passing.

E. PC: Personal computer.

F. PID: Proportional plus integral plus derivative.

G. RTD: Resistance temperature detector.

H. UPS: Uninterruptible Power Supply.

I. NAE: Network Automated Engine.

1.3 SYSTEM PERFORMANCE

A. Comply with the following performance requirements:

1. Graphic Refresh: Update graphic with minimum 20 dynamic points with current data within 8 seconds.
2. Object Command: Reaction time of less than two seconds between operator command of a binary object and device reaction.
3. Object Scan: Transmit change of state and change of analog values to control units or workstation within six seconds.
4. Alarm Response Time: Annunciate alarm at workstation within 45 seconds. Multiple workstations must receive alarms within five seconds of each other.
5. Program Execution Frequency: Run capability of applications as often as five seconds, but selected consistent with mechanical process under control.
6. Performance: Programmable controllers shall execute DDC PID control loops, and scan and update process values and outputs at least once per second.
7. Reporting Accuracy and Stability of Control: Report values and maintain measured variables within tolerances as follows:
   a). Water Temperature: Plus or minus 1 deg F (0.5 deg C).
   b). Water Flow: Plus or minus 5 percent of full scale.
   c). Ducted Air Temperature: Plus or minus 1 deg F (0.5 deg C).
   d). Outside Air Temperature: Plus or minus 2 deg F (1.0 deg C).
   e). Temperature Differential: Plus or minus 0.25 deg F (0.15 deg C).
   f). Electrical: Plus or minus 5 percent of reading.

1.4 DELIVERY, STORAGE, AND HANDLING

A. Factory-Mounted Components: Where control devices specified in this Section are indicated to be factory mounted on equipment, arrange for shipping of control devices to equipment manufacturer.

B. System Software: Update to latest version of software at Project completion.

1.5 COORDINATION

A. Coordinate supply of conditioned electrical branch circuits for control units and operator workstation.

B. Coordinate equipment with Division 26 Section, *Panelboards* to achieve compatibility with starter coils and annunciation devices.

C. Coordinate equipment with Division 26 Section, *Motor-Controllers* to achieve compatibility with motor starters and annunciation devices.

1.6 WORK BY OTHERS

A. Automatic temperature control valves, air flow stations, pipe taps, flow meters, and separable wells for immersion elements furnished by the control manufacturer shall be

installed by the mechanical contractor under the control manufacturer's supervision. The control contractor shall deliver to the mechanical contractor valves and wells for installation within the various systems.

B. All automatic dampers furnished by the control manufacturer shall be installed by the mechanical contractor under the control manufacturer's supervision.

1.7 QUALITY ASSURANCE

A. The automatic temperature control (ATC) system and the central control and monitoring system (CCMS) shall be as manufactured by Johnson Controls, Honeywell, and Siemens shall be an acceptable installer of the ATC system.

B. Supplier shall have an in-place support facility with technical staff, spare parts inventory and all necessary test and diagnostic equipment. The fully staffed and equipped office shall be within a 60 mile radius of the job site.

C. The systems shall be complete in all respects, and shall be installed by skilled personnel. The Control Contractor shall have a successful history in the installation and maintenance of automatic temperature control systems similar in size and performance to that specified herein.

D. All electrical wiring in connection with the Automatic Temperature Control System shall be furnished and installed by the ATC Contractor. This shall include all interlock wiring between the boiler and burners, fans, pumps, heating systems, dampers.

E. Bids by wholesalers, contractors or franchised dealers or any other firm whose principal business is not that of manufacturing or installing automatic temperature control systems, shall not be acceptable. Bid documents that are not complete in their response to these documents or take exception to any of the capabilities defined within these documents shall not be acceptable.

F. Installer Qualifications: Automatic control system manufacturer's authorized representative who is trained and approved for installation of system components required for this Project.

G. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.

H. Comply with ASHRAE 135 for DDC system components.

1.8 GUARANTEE AND INSTRUCTION

A. The control system including all components, system software, parts and assemblies herein specified shall be free from defects in workmanship and materials under normal use and service. After completion of the installation, the Control Manufacturer shall regulate and adjust all thermostats, control valves, control motors, and other equipment provided under this contract. If within two (2) years from the date of acceptance by Owner any of the equipment herein described is proved to be defective in workmanship or materials, it will be replaced or repaired at no additional cost to the Owner. The

Control Manufacturer shall, after completion, provide any service incidental to the proper performance of the Control System under guarantees outlined above for a period of two (2) years. Normal maintenance of the system is not to be considered part of the guarantee. All corrective modifications made during warranty service periods shall be updated on all user documentation including "as-built" shop drawings and on user and manufacturer archived software disks.

B. The control contractor shall completely check out, calibrate and test all connected hardware to insure that the system performs in accordance with the approved specifications and sequences of operation submitted.

C. Upon completion of the work, the control drawings encased in heavy plastic shall be provided where directed. Layout shall show all control equipment and the function of each item indicated.

D. The temperature control contractor's office shall be within a 60 mile radius of the job site.

E. The contractor shall respond to the job site with qualified technicians within a 4 hour period for any emergency relating to the control system or energy management systems.

F. This agreement shall include emergency service during normal working hours.

1.9 SUBMITTALS

A. Product Data: Include manufacturer's technical literature for each control device. Indicate dimensions, capacities, performance characteristics, electrical characteristics, finishes for materials, and installation and startup instructions for each type of product indicated.

1. DDC System Hardware: Bill of materials of equipment indicating quantity, manufacturer, and model number. Include technical data for operator workstation equipment, interface equipment, control units, transducers/transmitters, sensors, actuators, valves, relays/switches, control panels, and operator interface equipment.

2. Control System Software: Include technical data for operating system software, operator interface, color graphics, and other third-party applications.

3. Controlled Systems: Instrumentation list with element name, type of device, manufacturer, model number, and product data. Include written description of sequence of operation including schematic diagram.

B. Shop Drawings: Detail equipment assemblies and indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.

1. Bill of materials of equipment indicating quantity, manufacturer, and model number.

2. Schematic flow diagrams showing equipment, fans, pumps, coils, dampers, valves, and control devices.

3. Wiring Diagrams: Power, signal, and control wiring.

4. Details of control panel faces, including controls, instruments, and labeling.

5. Written description of sequence of operation.

6. Schedule of dampers including size, leakage, and flow characteristics.

7. Schedule of valves including flow characteristics.

8. DDC System Hardware:
   a). Wiring diagrams for control units with termination numbers.
   b). Schematic diagrams and floor plans for field sensors and control hardware.
   c). Schematic diagrams for control, communication, and power wiring, showing trunk data conductors and wiring between operator workstation and control unit locations.

9. Control System Software: List of color graphics indicating monitored systems, data (connected and calculated) point addresses, output schedule, and operator notations.

10. Controlled Systems:
    a). Schematic diagrams of each controlled system with control points labeled and control elements graphically shown, with wiring.
    b). Scaled drawings showing mounting, routing, and wiring of elements including bases and special construction.
    c). Written description of sequence of operation including schematic diagram.
    d). Points list.

C. Data Communications Protocol Certificates: Certify that each proposed DDC system component complies with LonWorks or Bacnet.

D. Software and Firmware Operational Documentation: Include the following:

1. Software operating and upgrade manuals.

2. Program Software Backup: On a magnetic media or compact disc, complete with data files.

3. Device address list.

4. Printout of software application and graphic screens.

5. Software license required by and installed for DDC workstations and control systems.

E. Software Upgrade Kit: For Owner to use in modifying software to suit future systems revisions or monitoring and control revisions.

F. Qualification Data: For Installer and manufacturer.

G. Field quality-control test reports.

H. Operation and Maintenance Data: For HVAC instrumentation and control system to include in emergency, operation, and maintenance manuals. In addition to items specified in Division 01 Section, *Operation and Maintenance Data*, and Division 23 Section, *Common Work Results for HVAC* include the following:

1. Maintenance instructions and lists of spare parts for each type of control device.

2. Interconnection wiring diagrams with identified and numbered system components and devices.

3. Keyboard illustrations and step-by-step procedures indexed for each operator function.

4. Inspection period, cleaning methods, cleaning materials recommended, and calibration tolerances.

5. Calibration records and list of set points.

I. Upon completion of the work, provide a complete set of "as-built" drawings and application software on magnetic floppy disk media. Drawings shall be provided in format as acceptable to the Owner’s files. Submit as-built drawings and specification to Owner's representative for review and approval prior to final project closeout.

1.10 SOFTWARE LICENSE AGREEMENT

A. The owner shall sign a copy of the manufacturer's standard software and firmware licensing agreement as a condition of this contract. Such license shall grant use of all programs and application software to owner as defined by the manufacturer's license agreement, but shall protect manufacturer's rights to disclosure of trade secrets contained within such software.

B. Software license agreement shall not apply on projects where existing ATC system is being extended.

1.11 ELECTRICAL SURGE PROTECTION

A. It is the responsibility of the ATC/FMS contractor to provide adequate surge protection for all wall mounted control panels required for this project.

1. Devices under surge protection shall be of design that loss of memory will not occur in the event of the surge protection device being activated due to surge/spike conditions.

2. Surge protection devices will be required to be hard wired, with the exception of peripheral devices that use standard 110VAC plugs for connections (i.e. Modems).

3. Surge protection devices are to be rated for 120 VAC single phase, 20 (or greater) amps capacity.

4. Surge Protection devices to internal fuse protection, audible surge alarm & LED indicators.

5. Surge protectors to have clamping voltage of 480V peak, maximum surge current rating of 50,000 amps. Unit to have NEMA 12 enclosure with wall mounting bracket and conduit connection.

1.12 TRAINING

A. The Automatic Temperature Controls (ATC) Contractor shall include in his bid, provisions for additional computer training at the company's regular school or training center. The ATC contractor shall include in his bid all costs associated with sending one (1) individual to the ATC contractors school for a period of not less than two (2) weeks. This training is in addition to the aforementioned training required under the General Provisions.

B. The training time period shall be coordinated with the school system's facility Engineer. The schedule training period shall be arranged at the owner's convenience.

C. Cost shall include all training material, instruction books, and two copies of video tape with sound DVD of training session.

D. Upon completion of the work, the Control Contractor shall have completely adjusted the entire control system. He shall arrange to instruct the Owner's representative on the operation of the control system for a period of not less than 8 hours**.** All training shall be by the control contractor and shall utilize specified manuals and as-built documentation.

E. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain control systems and components.

1. Train Owner's maintenance personnel on procedures and schedules for starting and stopping, troubleshooting, servicing, and maintaining equipment and schedules.
2. Provide operator training on data display, alarm and status descriptors, requesting data, executing commands, calibrating and adjusting devices, resetting default values, and requesting logs. Include a minimum of 40 hours' dedicated instructor time on-site.
3. Review data in maintenance manuals. Refer to Division 01 Section, *Contract Closeout.*
4. Review data in maintenance manuals. Refer to Division 01 Section, *Operation and Maintenance Data*.
5. Schedule training with Owner, through Engineer, with at least seven days' advance notice.

1.13 ALTERNATES

A. Refer to Division 01 Section, *Alternates* for description of work under this section

affected by alternates.

1.14 NEW CASTLE COUNTY VOCATIONAL SCHOOL DISTRICT SPECIFIC REQUIREMENTS

A. The ATC Subcontractor shall include in his bid all costs associated with incorporating the following specific requirements:

1. All holiday schedules shall incorporate a 12 month block. Coordinate exact holidays, schedules, calendars, occupied, unoccupied periods with Owner prior to writing software. All schedules shall be reviewed and approved by the Owner.

2. Relays for ATC equipment shall not be located in ceilings. All relays shall be located in equipment control panels and/or mechanical rooms.

3. All fans shall be assigned a designated point. Utilizing relays to provide digital point for exhaust fans shall not be acceptable.

4. Graphics on ATC computer shall in addition to basic requirements indicate the percentage open or closed on all dampers and valves.

5. The ATC Computer Graphics shall indicate for each item of equipment the “on” or “off” status and command shall be “run” or “stop”.

6. All Temperature Sensors, equipment, current sensors, etc. indicated on ATC Control Diagrams and point list shall be displayed on the ATC Computer Graphic. Measured value or status shall be displayed.

PART 2 PRODUCTS

2.1 BUILDING MANAGEMENT SYSTEM

A. The Building Management System (BMS) shall use an open architecture and fully support a multi-vendor environment. To accomplish this effectively, the BMS shall support open communication protocol standards and integrate a wide variety of third-party devices and applications. The system shall be designed for use on the Internet, or intranets using off the shelf, industry standard technology compatible with other owner provided networks.

B. The Building Management System shall consist of the following:

1. Standalone Network Automation Engine(s)

2. Field Equipment Controller(s)

3. Input/Output Module(s)

4. Local Display Device(s)

5. Portable Operator's Terminal(s)

6. Distributed User Interface(s)

7. Network processing, data storage and communications equipment

8. Other components required for a complete and working BMS

C. The system shall be modular in nature, and shall permit expansion of both capacity and functionality through the addition of sensors, actuators, controllers and operator devices, while re-using existing controls equipment.

D. System architectural design shall eliminate dependence upon any single device for alarm reporting and control execution. The failure of any single component or network connection shall not interrupt the execution of control strategies at other operational devices.

E. Acceptable Manufacturers

1. Johnson Controls, Siemens, or Honeywell.

F. Automation Network

1. The automation network shall be based on a PC industry standard of Ethernet TCP/IP. Where used, LAN controller cards shall be standard "off the shelf" products available through normal PC vendor channels.

2. The automation network shall be capable of operating at a communication speed of 100 Mbps, with full peer-to-peer network communication.

3. Network Automation Engines (NAE) shall reside on the automation network.

4. The automation network will be compatible with other enterprise-wide networks. Where indicated, the automation network shall be connected to the enterprise network and share resources with it by way of standard networking devices and practices.

G. Control Network

1. Network Automation Engines shall provide supervisory control over the control network and shall support all three (3) of the following communication protocols:

a). BACnet Standard MS/TP Bus Protocol ASHRAE SSPC-135, Clause 9.
b). LonWorks enabled devices using the Free Topology Transceiver (FTT-10a).
c). The Johnson Controls N2 Field Bus or equivalent.
d). Tridium FX-40
e). Honeywell Webs

2. Control networks shall provide either "Peer-to-Peer," Master-Slave, or Supervised Token Passing communications, and shall operate at a minimum

communication speed of 9600 baud.

3. DDC Controllers shall reside on the control network.

4. Control network communication protocol shall be BACnet Standard MS/TP Bus Protocol ASHRAE SSPC-135.

5. A BACnet Protocol Implementation Conformance Statement shall be provided for each controller device (master or slave) that will communicate on the BACnet MS/TP Bus.

6. The Conformance Statements shall be submitted 10 day prior to bidding.

H. Integration

1. Hardwired

a). Analog and digital signal values shall be passed from one system to another via hardwired connections.
b). There will be one separate physical point on each system for each point to be integrated between the systems.

2. BACnet Protocol Integration – BACnet

a). The neutral protocol used between systems will be BACnet over Ethernet and comply with the ASHRAE BACnet standard 135-2003.
b). A complete Protocol Implementation Conformance Statement (PICS) shall be provided for all BACnet system devices.
c). The ability to command, share point object data, change of state (COS) data and schedules between the host and BACnet systems shall be provided.

I. Dedicated Web Based User Interface

1. Where required by the Owner, the BMS Contractor shall provide and install a laptop type computer for command entry, information management, network alarm management, and database management functions. All real-time control functions, including scheduling, history collection and alarming, shall be resident in the BMS Network Automation Engines to facilitate greater fault tolerance and reliability. Coordinate with Owner to determine computer type (i.e. PC (Windows based) or Macintosh (Apple)).

2. Dedicated User Interface Architecture – The architecture of the laptop type computer shall be implemented to conform to industry standards, so that it can accommodate applications provided by the BMS Contractor and by other third party applications suppliers, including but not limited to Microsoft Office Applications. Specifically it must be implemented to conform to the following interface standards.

a). Microsoft Internet Explorer for user interface functions
b). Microsoft Office Professional for creation, modification and maintenance

of reports, sequences other necessary building management functions

c). Microsoft Outlook or other e-mail program for supplemental alarm functionality and communication of system events, and reports

d). Required network operating system for exchange of data and network functions such as printing of reports, trends and specific system summaries.

3. Computer Hardware – The laptop type computer(s) shall be configured as follows:

a). Memory – 1 GB (512 MB Minimum)

b). CPU– Pentium 4 processor. 2.8 Hz Clock Speed (2.0 GHz minimum)

c). Hard Drive – 80 GB free hard drive space (40GB minimum)

d). Hard drive backup system – CD/RW, DVD/RW or network backup software provided by IT department

e). CD ROM Drive – 32X performance

f). Ports – (2) Serial and (1) parallel, (2) USB ports

g). Keyboard – 101 Keyboard and 2 Button Mouse

h). CRT configuration – 1-2 CRTs as follows:

1). Each Display – 17” Flat Panel Monitor 1280 x 1024 resolution minimum.

2). 16 bit or higher color resolution

3). Display card with multiple monitor support

i). LAN communications – Ethernet communications board; 3Comm or equal.

4. Operating System Software

a). Latest version of Windows.

b). Where user interface is not provided via browser, provide complete operator workstation software package, including any hardware or software keys. Include the original installation disks and licenses for all included software, device drivers, and peripherals.

c). Provide software registration cards to the Owner for all included software.

5. Peripheral Hardware

a). Reports printer:

1). Printer Make – Hewlett Packard DeskJet

2). Print Speed – 600 DPI Black, 300 DPI Color

3). Buffer – 64 K Input Print Buffer

4). Color Printing – Include Color Kit

J. Distributed Web Based User Interface

1. All features and functions of the dedicated user interface previously defined in this document shall be available on any computer connected directly or via a

wide area or virtual private network (WAN/VPN) to the automation network and conforming to the following specifications.

2. The software shall run on the Microsoft Internet Explorer (6.0 or higher) browser.

3. Minimum hardware requirements:

a). 256 MB RAM
b). 2.0 GHz Clock Speed Pentium 4 Microprocessor.
c). 40.0 GB Hard Drive.
d). 1 Keyboard with 83 keys (minimum).
e). SVGA 1024x768 resolution display with 64K colors and 16 bit color depth.
f). Mouse or other pointing device

K. User Interface Application Components

1. Operator Interface

a). An integrated browser based client application shall be used as the user operator interface program.
b). All Inputs, Outputs, Setpoints, and all other parameters as defined within Part 3 or Part 4, shown on the design drawings, or required as part of the system software, shall be displayed for operator viewing and modification from the operator interface software.
c). The user interface software shall provide help menus and instructions for each operation and/or application.
d). All controller software operating parameters shall be displayed for the operator to view/modify from the user interface. These include: setpoints, alarm limits, time delays, PID tuning constants, run-times, point statistics, schedules, and so forth.
e). The Operator Interface shall incorporate comprehensive support for functions including, but not necessarily limited to, the following:

1). User access for selective information retrieval and control command execution
2). Monitoring and reporting
3). Alarm, non-normal, and return to normal condition annunciation
4). Selective operator override and other control actions
5). Information archiving, manipulation, formatting, display and reporting
6). FMS internal performance supervision and diagnostics
7). On-line access to user HELP menus
8). On-line access to current FMS as-built records and documentation
9). Means for the controlled re-programming, re-configuration of FMS operation and for the manipulation of FMS database information in compliance with the prevailing codes, approvals and regulations for individual FMS applications.
10). The operation of the control system shall be independent of the

user interface, which shall be used for operator communications only. Systems that rely on an operator workstation to provide supervisory control over controller execution of the sequences of operations or system communications shall not be acceptable.

2. Navigation Trees

a). The system will have the capability to display multiple navigation trees that will aid the operator in navigating throughout all systems and points connected. At minimum provide a tree that identifies all systems on the networks.

b). Provide the ability for the operator to add custom trees. The operator will be able to define any logical grouping of systems or points and arrange them on the tree in any order. It shall be possible to nest groups within other groups. Provide at minimum 5 levels of nesting.

c). The navigation trees shall be “dockable” to other displays in the user interface such as graphics. This means that the trees will appear as part of the display, but can be detached and then minimized to the Windows task bar or closed altogether. A simple keystroke will reattach the navigation to the primary display of the user interface.

3. Alarms

a). Alarms shall be routed directly from Network Automation Engines to PCs and servers. It shall be possible for specific alarms from specific points to be routed to specific PCs and servers. The alarm management portion of the user interface shall, at the minimum, provide the following functions:

1). Log date and time of alarm occurrence.

2). Generate a “Pop-Up” window, with audible alarm, informing a user that an alarm has been received.

3). Allow a user, with the appropriate security level, to acknowledge, temporarily silence, or discard an alarm.

4). Provide an audit trail on hard drive for alarms by recording user acknowledgment, deletion, or disabling of an alarm. The audit trail shall include the name of the user, the alarm, the action taken on the alarm, and a time/date stamp.

5). Provide the ability to direct alarms to an e-mail address or alphanumeric pager. This must be provided in addition to the pop up window described above. Systems that use e-mail and pagers as the exclusive means of annunciating alarms are not acceptable.

6). Any attribute of any object in the system may be designated to report an alarm.

b). The FMS shall annunciate diagnostic alarms indicating system failures and non-normal operating conditions

c). The FMS shall annunciate application alarms as required.

4. Reports and Summaries

a). Reports and Summaries shall be generated and directed to the user interface displays, with subsequent assignment to printers, or disk. As a minimum, the system shall provide the following reports:

1). All points in the BMS
2). All points in each BMS application
3). All points in a specific controller
4). All points in a user-defined group of points
5). All points currently in alarm
6). All points locked out
7). All BMS schedules
8). All user defined and adjustable variables, schedules, interlocks and the like.

b). Summaries and Reports shall be accessible via standard UI functions and not dependent upon custom programming or user defined HTML pages.

c). Selection of a single menu item, tool bar item, or tool bar button shall print any displayed report or summary on the system printer for use as a building management and diagnostics tool.

d). The system shall allow for the creation of custom reports and queries via a standard web services XML interface and commercial off-the-shelf software such as Microsoft Access, Microsoft Excel, or Crystal Reports.

5. Schedules

a). A graphical display for time-of-day scheduling and override scheduling of building operations shall be provided. At a minimum, the following functions shall be provided:

1). Weekly schedules
2). Exception Schedules
3). Monthly calendars

b). Weekly schedules shall be provided for each group of equipment with a specific time use schedule.

c). It shall be possible to define one or more exception schedules for each schedule including references to calendars

d). Monthly calendars shall be provided that allow for simplified scheduling of holidays and special days for a minimum of five years in advance. Holidays and special days shall be user-selected with the pointing device or keyboard, and shall automatically reschedule equipment operation as previously defined on the exception schedules.

e). Changes to schedules made from the User Interface shall directly modify the Network Automation Engine schedule database.

f). Schedules and Calendars shall comply with ASHRAE SP135/2003 BACnet Standard.

g). Selection of a single menu item or tool bar button shall print any displayed schedule on the system printer for use as a building management and diagnostics tool.

6. Password

a). Multiple-level password access protection shall be provided to allow the user/manager to user interface control, display, and database manipulation capabilities deemed appropriate for each user, based on an assigned password.
b). Each user shall have the following: a user name (24 characters minimum), a password (12 characters minimum), and access levels.
c). The system shall allow each user to change his or her password at will.
d). When entering or editing passwords, the system shall not echo the actual characters for display on the monitor.
e). A minimum of five levels of access shall be supported individually or in any combination as follows:
1). Level 1 = View Data
2). Level 2 = Command
3). Level 3 = Operator Overrides
4). Level 4 = Database Modification
5). Level 5 = Database Configuration
6). Level 6 = All privileges, including Password Add/Modify
f). A minimum of 100 unique passwords shall be supported.
g). Operators shall be able to perform only those commands available for their respective passwords. Display of menu selections shall be limited to only those items defined for the access level of the password used to log-on.
h). The system shall automatically generate a report of log-on/log-off and system activity for each user. Any action that results in a change in the operation or configuration of the control system shall be recorded, including: modification of point values, schedules or history collection parameters, and all changes to the alarm management system, including the acknowledgment and deletion of alarms.

7. Screen Manager - The User Interface shall be provided with screen management capabilities that allow the user to activate, close, and simultaneously manipulate a minimum of 4 active display windows plus a network or user defined navigation tree.

8. Dynamic Color Graphics

a). The graphics application program shall be supplied as an integral part of the User Interface. Browser or Workstation applications that rely only upon HTML pages shall not be acceptable.
b). The graphics applications shall include a create/edit function and a runtime function. The system architecture shall support an unlimited number of graphics documents (graphic definition files) to be generated and executed.
c). The graphics shall be able to display and provide animation based on real-time data that is acquired, derived, or entered.
d). Graphics runtime functions – A maximum of 16 graphic applications shall be able to execute at any one time on a user interface or workstation with 4 visible to the user. Each graphic application shall be capable of the following functions:

1). All graphics shall be fully scalable
2). The graphics shall support a maintained aspect ratio.
3). Multiple fonts shall be supported.
4). Unique background shall be assignable on a per graphic basis.
5). The color of all animations and values on displays shall indicate if the status of the object attribute.

e). Operation from graphics – It shall be possible to change values (setpoints) and states in system controlled equipment by using drop-down windows accessible via the pointing device.

f). Graphic editing tool – A graphic editing tool shall be provided that allows for the creation and editing of graphic files. The graphic editor shall be capable of performing/defining all animations, and defining all runtime binding.

1). The graphic editing tool shall in general provide for the creation and positioning of point objects by dragging from tool bars or drop-downs and positioning where required.
2). In addition, the graphic editing tool shall be able to add additional content to any graphic by importing backgrounds in the SVG, BMP or JPG file formats.

g). Aliasing – Many graphic displays representing part of a building and various building components are exact duplicates, with the exception that the various variables are bound to different field values. Consequently, it shall be possible to bind the value of a graphic display to aliases, as opposed to the physical field tags.

9. Historical trending and data collection

a). Each Automation Engine shall store trend and point history data for all analog and digital inputs and outputs, as follows:

1). Any point, physical or calculated, may be designated for trending. Three methods of collection shall be allowed:
i Defined time interval
ii Upon a change of value.

2). Each Automation Engine shall have the capability to store multiple samples for each physical point and software variable based upon available memory, including an individual sample time/date stamp. Points may be assigned to multiple history trends with different collection parameters.

b). Trend and change of value data shall be stored within the engine and uploaded to a dedicated trend database or exported in a selectable data format via a provided data export utility. Uploads to a dedicated database shall occur based upon one of the following: user-defined interval, manual command, or when the trend buffers are full. Exports shall be as

requested by the user or on a time scheduled basis.

10. Trend data viewing and analysis

a). Provide a trend viewing utility that shall have access to all database points.
b). It shall be possible to retrieve any historical database point for use in displays and reports by specifying the point name and associated trend name.
c). The trend viewing utility shall have the capability to define trend study displays to include multiple trends
d). Displays shall be able to be single or stacked graphs with on-line selectable display characteristics, such as ranging, color, and plot style.
e). Display magnitude and units shall both be selectable by the operator at any time without reconfiguring the processing or collection of data. This is a zoom capability.
f). Display magnitude shall automatically be scaled to show full graphic resolution of the data being displayed.
g). Trend studies shall be capable of calculating and displaying calculated variables including highest value, lowest value and time based accumulation.

L. Portable Operator Terminal

1. For systems that do not provide full access to systems configuration and definition via the Browser Based user interface the BMS Contractor shall provide a portable operator terminal for programming purposes. The terminal shall be configured as follows:

a). Personal Laptop Computer Manufacturer – Dell, Compaq or HP
b). 1 GB RAM (256 MB minimum) – Windows 2000 or XP Professional.
c). 1.8 GHz Clock Speed Pentium 4 Microprocessor (800 MHz minimum).
d). 40 GB Hard Drive. (40 GB minimum)
e). (1) CD-ROM Drive, 32x speed.
f). (1) Serial (1) Parallel (2) USB ports
g). 1 Keyboard with 83 keys (minimum).
h). Integral 2 button Track Point or Track Ball.
i). 10” SVGA 1024x768 resolution color display
j). Two PCMCIA Type II or one Type III card slot.
k). Complete operator workstation software package, including any hardware or software.
l). Original printed manuals for all software and peripherals.
m). Original installation disks or CD for all software, device drivers, and peripherals.
n). Software registration cards for all included software shall be provided to the Owner.
o). Carrying case.
p). Spare battery.
q). External power supply/battery charger.

2. Proprietary Portable Terminal

a). Manufacturers providing proprietary portable terminals shall submit technical data sheets for the terminal and all associated software and hardware.
b). The proprietary terminal shall meet the same operator interface software requirements as specified above.

3. Software

a). Portable operator terminals shall support all controllers within the system on a direct-connect communications basis.
b). When used to access First or Second Tier controllers, the portable operator terminal shall utilize the standard operator workstation software, as previously defined.
c). When used to access Application Specific Controllers, the portable operator terminal shall utilize either the standard operator workstation software, as previously defined, or controller-specific utility software.

M. Network Automation Engine (NAE)

1. The Network Automation Engine (NAE) shall be a fully user-programmable, supervisory controller. The NAE shall monitor the network of distributed application-specific controllers, provide global strategy and direction, and communicate on a peer-to-peer basis with other Network Automation Engines.
2. Automation network – The NAE shall reside on the automation network and shall support a subnet of system controllers.
3. User Interface – Each NAE shall have the ability to deliver a web based User Interface (UI) as previously described. All computers connected physically or virtually to the automation network shall have access to the web based UI.

a). The web based UI software shall be imbedded in the NAE. Systems that require a local copy of the system database on the user's personal computer are not acceptable.
b). The NAE shall support up four (4) concurrent users.
c). The web based user shall have the capability to access all system data through one NAE.
d). Remote users connected to the network through an Internet Service Provider (ISP) or telephone dial up shall also have total system access through one NAE.
e). Systems that require the user to address more than one NAE to access all system information are not acceptable.
f). The NAE shall have the capability of generating web based UI graphics. The graphics capability shall be imbedded in the NAE.
g). Systems that support UI Graphics from a central database or require the graphics to reside on the user's personal computer are not acceptable.
h). The web based UI shall support the following functions using a standard version of Microsoft Internet Explorer:
1). Configuration
2). Commissioning
3). Data Archiving
4). Monitoring

5). Commanding
6). System Diagnostics

i). Systems that require workstation software or modified web browsers are not acceptable.

j). The NAE shall allow temporary use of portable devices without interrupting the normal operation of permanently connected modems.

4. Processor – The NAE shall be microprocessor-based with a minimum word size of 32 bits. The NAE shall be a multi-tasking, multi-user, and real-time digital control processor. Standard operating systems shall be employed. NAE size and capability shall be sufficient to fully meet the requirements of this Specification.

5. Memory – Each NAE shall have sufficient memory to support its own operating system, databases, and control programs, and to provide supervisory control for all control level devices.

6. Hardware Real Time Clock – The NAE shall include an integrated, hardware-based, real-time clock.

7. The NAE shall include troubleshooting LED indicators to identify the following conditions:

a). Power - On/Off
b). Ethernet Traffic – Ethernet Traffic/No Ethernet Traffic
c). Ethernet Connection Speed – 10 Mbps/100 Mbps
d). FC Bus – Normal Communications/No Field Communications
e). Peer Communication – Data Traffic Between NAE Devices
f). Run – NAE Running/NAE In Startup/NAE Shutting Down/Software Not Running
g). Bat Fault – Battery Defective, Data Protection Battery Not Installed
h). Fault – General Fault
i). Modem RX – NAE Modem Receiving Data
j). Modem TX – NAE Modem Transmitting Data

8. Communications Ports – The NAE shall provide the following ports for operation of operator Input/Output (I/O) devices, such as industry-standard computers, modems, and portable operator’s terminals.

a). Up to two (2) USB port
b). Up to two (2) URS-232 serial data communication port
c). Up to two (2) RS-485 port
d). One (1) Ethernet port

9. Diagnostics – The NAE shall continuously perform self-diagnostics, communication diagnosis, and diagnosis of all panel components. The Network Automation Engine shall provide both local and remote annunciation of any detected component failures, low battery conditions, or repeated failures to establish communication.

10. Power Failure – In the event of the loss of normal power, The NAE shall continue to operate for a user adjustable period of up to 10 minutes after which

there shall be an orderly shutdown of all programs to prevent the loss of database or operating system software.

a). During a loss of normal power, the control sequences shall go to the normal system shutdown conditions. All critical configuration data shall be saved into Flash memory.

b). Upon restoration of normal power and after a minimum off-time delay, the controller shall automatically resume full operation without manual intervention through a normal soft-start sequence.

11. Certification – The NAE shall be listed by Underwriters Laboratories (UL).

12. Controller network – The NAE shall support the following communication protocols on the controller network:

a). The NAE shall support BACnet Standard MS/TP Bus Protocol ASHRAE SSPC-135, Clause 9 on the controller network.

1). A BACnet Protocol Implementation Conformance Statement shall be provided for each controller device (master or slave) that will communicate on the BACnet MS/TP Bus.

2). The Conformance Statements shall be submitted 10 day prior to bidding.

3). The NAE shall support a minimum of 100 control devices.

b). The NAE shall support the Johnson Controls N2, Tridium FX-40, or Honeywell Webs or approved equal Field Bus.

1). The NAE shall support a minimum of 100 N2 control devices.

2). The Bus shall conform to Electronic Industry Alliance (EIA) Standard RS-485.

3). The Bus shall employ a master/slave protocol where the NAE is the master.

4). The Bus shall employ a four (4) level priority system for polling frequency.

5). The Bus shall be optically isolated from the NAE.

6). The Bus shall support the Metasys Integrator System.

2.2 WIRING

A. The multi-conductor cable for field wiring of electronic analog sensors shall be minimum No. 22 AWG, 300 volt, thermoplastic with stranded copper wire and 100 percent shield coverage. The number of conductors in each sensor cable shall be as determined by the Contractor. 2/c #22 shielded cables shall be Belden Cat. #8451 3/c #20 shielded cables shall be Belden Cat. #9770.

B. Conductors for digital sensors or contact control shall be the same as for the analog sensors, except the grounded shield is not required.

C. Individual conductors shall be color coded and in addition shall be numbered in the field to identify the particular terminal to which attached. Field numbering shall be performed with Brady markers wrapped around the wire near the terminal connection. All wires

shall be terminated with pressure type connectors suitable for wire size, material and terminal connection.

D. All exposed wiring shall be installed in a designated conduit raceway. The conduit shall conform to Division 26 of the specification. Concealed wiring shall be plenum rated cable.

E. All junction boxes shall have covers painted *safety green*, and be rigid steel.

2.3 DAMPERS

A. Control Dampers

1. The temperature control contractor shall provide all automatic control dampers of the types indicated on the plans and not specified to be integral with other equipment. Frames shall be not less than 16 gauge galvanized steel. Blades shall not be over 6 inches wide airfoil shaped double skin construction of 14 gauge equivalent thickness. Bearings shall be stainless steel sleeves with 2 inch shafts. Blade edge seals shall be vinyl blade with flexible metal compressible jamb seals of the tight-seal spring type. Dampers and seals shall be suitable for temperature ranges of -40 to 250 degrees F.

2. All proportional control dampers shall be opposed blade type and all two-position dampers shall be parallel blade type.

3. Dampers shall be sized to meet flow requirements of the application. The sheet metal contractor shall furnish and install baffles to fit the damper to duct size. Baffles shall not exceed 6 inches.

4. Dampers shall be minimum leakage type to conserve energy and the temperature control manufacturer shall submit leakage and flow characteristic data for all control dampers with the temperature control submittal. Maximum leakage shall be 3 CFM/Sq. Ft. at static pressure of 1 inch W.C. for a damper width of 48 inches.

5. Ultra-low leakage dampers shall have blade edges shall to be fitted with replaceable, snap-on, inflatable seals to limit damper leakage to 2 percent at applied static pressure.

6. Low pressure rectangular control dampers shall be Type CD60 airfoil low leakage damper as manufactured by Ruskin or as approved equal of American Warming and Ventilating, Air Balance and Arrow.

7. Round control dampers shall be Type CERS25 with blade edge seals as manufactured by Ruskin or as approved equal.

B. Damper Operators

1. Electric damper actuators shall be properly sized to provide sufficient torque to position the damper throughout its operating range.

2. Use devices which are quiet in operation and which in the event of power failure, will "fail safe" by spring action in either the normally open or normally closed position as required for freeze, moisture, smoke, or fire protection.

3. Electric actuators requiring a 24 VAC power supply will be utilized. Motors shall be specifically designed and sized with proper torque according to requirements of the device it is to be used on (i.e.: valve, damper). Each actuator will accept the proper control input as the system is designed, (i.e,: floating, 0-10VDC, 4-20Ma etc.) without the need for any additional interface devices.

4. For all exterior damper operators provide NEMA 4X stainless steel corrosion resistant enclosure. Damper operator enclosure shall be model ZS-300 as manufactured by Belimo or approved equal.

2.4 CONTROL PANELS

A. Furnish and install local panels for ATC devices. Control panels shall be fully enclosed cabinets, all steel construction and shall meet the requirements of NEMA 1 enclosures. Cabinet shall have piano hinged door with a locking latch. All cabinet locks shall use common key. Provide means of storing control system instructions and drawings inside cabinet for future reference. Panel shall be wall mounted or free standing and located where directed by the Contract Drawings or Engineer.

1. Each panel shall have all internal devices factory wired to a numbered terminal strip. Controllers and associated devices shall be mounted within the panel, accessible through a hinged door.

2. All ATC panels shall be provided with integral disconnect, wiring, and control transformers.

2.5 MISCELLANEOUS ELECTRICAL DEVICES

A. Electric Actuators. All automatically controlled devices, unless specified otherwise elsewhere, shall be provided with electric actuators which shall be sized to operate their appropriate loads with sufficient reserve power to provide smooth modulating action or two-position action and tight close off as specified.

2.6 UNINTERRUPTIBLE POWER SUPPLY

A. Furnish, size and install uninterruptible power supplies at all ATC panels served by emergency power circuits.

B. Provide all interlock and power wiring from U.P.S. to control panels as required.

C. UPS's shall be sized for the ATC panel load and shall provide at least 2 minutes of full load power in the event of a power outage.

D. UPS shall be furnished with plug and cord and shall be powered from emergency power receptacles as indicated under Division 26.

E. Refer to electrical Contract Documents for all equipment served by the generator. All ATC panels for such equipment must be provided with a UPS.

2.7 CENTRAL CONTROL AND MONITORING SYSTEM (CCMS) (HARDWARE DESCRIPTION)

A. General

1. The Facilities Management Control System (FMCS) shall be comprised of a network of various independent, Stand-alone Digital Controllers (SDC'S), Unitary Digital Controllers (UDC's), together with Centralized Control Stations (CCS), and Centralized Host Stations (CHS) as specified, to provide centralized access and facility wide control functions. The SDC's, and UDC's shall be interconnected in a communicating network to provide facility wide access and sharing of information. A Gateway Digital Controller (GDC's) shall be provided to allow interface with third party microprocessor based control systems that are specified for integration within specification. A Local Area Network (LAN) shall be provided to interconnect SDC's for high-speed data transmission.

2. Specification Nomenclature

FMCS	Facility Management Control System
SDC	Stand-alone Digital Controller
UDC	Unitary Digital Controller
HHOT	Hand Held Operator Terminal
GDC	Gateway Digital Controller
GP	Graphical Programmer
CHS	Central Host Station
CCS	Central Control Station
RPTR	Communications Repeater

B. Centralized Host Stations (CHS)

1. The FMCS shall include Centralized Host Stations. CHS's shall, in conjunction with the full compliment of Digital Controllers, provide the performance requirements within this specification. Each CHS shall include all hardware and software components to serve as a centralized facility operator station, providing color graphics, facility wide access, operator initiation of global control strategies, and centralized documentation.

The CHS shall be capable of simultaneously interfacing with the following:

-mouse pointing device
-two parallel printers
-high resolution VGA color graphics monitor
-seven auto answer/auto dial modems
-color inkjet printer
-two serial printers
-three FMCS LAN interface
-Alarm Graphic and Report FAX dial out service interface

-Mass storage tape system

As a minimum, the temperature control contractor shall provide the types and quantities of SDC, and UDC, as required.

2. Computer (Laptop)

a). A new stand-alone laptop computer shall be furnished by HP, Dell, or Compaq.

b). Coordinate IP address with Owners' I.T. Department for network connection. The CCMS must be fully networkable.

c). Provide fiber optic cable as required.

3. Operator Workstation: One PC-based laptop computer with minimum configuration as follows:

a). Motherboard: With 8 integrated USB 2.0 ports, integrated Intel Pro 10/100 (Ethernet), integrated audio, bios, and hardware monitoring.
b). Processor: Intel Pentium 4, 733 MHz.
c). Random-Access Memory: 2GB.
d). Graphics: Video adapter, minimum 1600 x 1200 pixels, 64-MB video memory, with TV out.
e). Monitor: 19 inches (480 mm), LCD color.
f). Keyboard: QWERTY, 83 keys in ergonomic shape.
g). Hard-Disk Drive: 80 GB.
h). CD-ROM Read/Write Drive: 48x24x48.
i). Mouse: Three button, optical.
j). Uninterruptible Power Supply: 2 kVa.
k). Operating System: Microsoft Windows XP Professional with high-speed Internet access.
1). ASHRAE 135 Compliance: Workstation shall use ASHRAE 135 protocol and communicate using ISO 8802-3 (Ethernet) datalink/physical layer protocol.
2). LonWorks Compliance: Control units shall use LonTalk protocol and communicate using EIA/CEA 709.1 datalink/physical layer protocol.
l). Application Software:
1). I/O capability from operator station.
2). System security for each operator via software password and access levels.
3). Automatic system diagnostics; monitor system and report failures.
4). Database creation and support.
5). Automatic and manual database save and restore.
6). Dynamic color graphic displays with up to 10 screen displays at once.
7). Custom graphics generation and graphics library of HVAC equipment and symbols.
8). Alarm processing, messages, and reactions.

9). Trend logs retrievable in spreadsheets and database programs.
10). Alarm and event processing.
11). Object and property status and control.
12). Automatic restart of field equipment on restoration of power.
13). Data collection, reports, and logs. Include standard reports for the following:
i Current values of all objects.
ii Current alarm summary.
iii Disabled objects.
iv Alarm lockout objects.
v Logs.
14). Custom report development.
15). Utility and weather reports.
16). Workstation application editors for controllers and schedules.
17). Maintenance management.

m). Custom Application Software:
1). English language oriented.
2). Full-screen character editor/programming environment.
3). Allow development of independently executing program modules with debugging/simulation capability.
4). Support conditional statements.
5). Support floating-point arithmetic with mathematic functions.
6). Contains predefined time variables.

n). P.C. shall be the latest technology at the time of installation of the front end.

C. Centralized Control Stations (CCS)

The FMCS shall include Centralized Control Stations, as required. CCS's shall, in conjunction with the network of SDC's and additional CCS components as required, provide the performance requirements within this section of the specification. Each CCS shall include all hardware and software components to serve as a centralized facility operator station, providing facility wide access, for review and modification of global control strategies, real time system monitoring, controller database editing or creation, and centralized documentation.

D. Local Area Networks

1. The LAN shall utilize packetized transmissions, CRC 16 error checking, and distributed error recovery. Single or multiple SDC failures shall not cause loss of communication between other LAN-connected SDC's.

2. LAN connected SDC's shall be provided with a communications watchdog to assure that an individual SDC cannot permanently occupy the LAN. If an SDC is determined to be monopolizing communications, it shall be automatically shut down and an exception reported to annunciate this fact.

3. The LAN shall employ a token passing, peer-to-peer convention, same as or similar to the industry standard format IEEE 802.4. The content of messages shall be the manufacturer's standard. The Local Area Network components shall be manufacturer's standard or available from third party vendors which

utilize the same chip implementation as used by the manufacturer.

4. Industry standard ANSI, RS-485 Network Communication System, Lon, or Bacnet, or Equivalent shall be utilized.

a). Trunk Wiring Practices - General
The distributed communication network system shall consist of a multi-drop RS-485 bus architecture connecting SDC's, and, UDC's. The trunk shall consist of:

1). A twisted pair of wires (24 awg) completely encased in continuous metallic conduit.

2). A twisted shielded pair of wires (24awg) with the shield grounded in accordance with the manufacturer's wiring practices.

3). Or a dual channel, 62.5 micron fiber cabling system with ST type connectors.

There shall be no power wiring, in excess of 30 VAC rms voltage, run in conduit with communications trunk wiring. In cases where power or signal wiring is run in conduit with trunk wiring, all communications trunk wiring and power wiring shall be run using separate twisted shielded pairs (24awg) with the shields grounded in accordance with the manufacturer's wiring practices.

b). Communication Transient Protection

1). The manufacturer's catalog data sheet shall provide evidence that all FMCS products offered by the manufacturer are tested and comply with the standard for Transient Surge withstand capabilities for electrical devices ANSI C62.41, IEEE-587-1980, Categories A and B. Such testing shall have included power and communication trunk wiring. Compliance with IEEE-587 shall imply conformance with IEEE-472 transient standards based on the stated position of ANSI and IEEE regarding applicability of the rated standards.

2). In addition, at each building entry and exit point, the wire communications trunk wiring shall be protected with a transient surge protection device providing the minimal protection specifications of the General semiconductor, Model #422E device. Transient surge protection is not necessary if the communication trunk, external to the building, is fiber optic in nature.

3). The communications circuitry and input/output circuitry, of the SDC's shall provide protection against a 1000 volt, 3 amp transient signal, directly applied to the

communication or input/output terminations. The manufacturer's catalog data sheet shall provide evidence of conformance with this requirement. Systems not complying with this requirement shall provide equivalent protection external to the FMCS controller. Protection shall be provided for the individual communications and input/output terminations for each FMCS controller. Submittal documentation shall clearly define how this requirement will be met and how the external protection will not affect the performance of the controllers.

c). RS-485 Trunk Distance and Topology

The manufacturer's RS-485 trunk shall provide operation over end to end linear distances of 4000 feet for wire connections and 6,500 feet for fiber optic connections, without repeaters, at communication data rates of up to 64 kbps. The trunk may be extended up to 20,000 feet through the use of wire repeaters or 80,000 feet through the use of fiber optic repeaters.

At data rates of up to 19.2 kbps, the trunk distance shall be extendible to distances of up to 20,000 feet using RS-485 communication wire or fiber optic repeaters. A repeater shall be used each 4,000 feet of linear distance for wire or every 6,500 feet for fiber optics. Repeating devices shall contain separate LED indication for each communication interface trunk to indicate proper operation of the repeater as well as the communications trunks.

Contractors shall provide devices which are of FMCS control system manufacturer's design.

It shall be possible for the trunk to be "T" eed or "starred", at any location using a repeater, to facilitate the installation. Systems which do not provide this capability shall provide a trunk riser diagram showing end to end distances and locations of system topology necessary to meet the trunk diagram shown on the plans.

d). Fiber Optic Communication Trunk

The temperature control contractor shall provide a dual channel fiber optic data link, as required, to minimize the effects of transient surges caused by lightning or external EMI generating equipment. The data link shall be comprised of a single duplex cable containing two fibers (transmit and receive), of 62.5 micron construction, to accommodate data rates of up to 64 kbps.

The fiber optic trunk shall be connected to SDC devices using manufacturer's standard RS-485 to fiber optic data link modem. Repeating devices shall contain separate LED indication for each communication interface and the fiber modem, to indicate proper operation of all aspects of the device. Fiber modem devices shall be tested and conform with transient surge withstand tests for electrical

devices, ANSI C62.41 IEEE-587 Categories A and B. Manufacturer's data sheet shall provide evidence of compliance with this requirement. Manufacturer's products which do not meet this minimum performance requirement shall not be acceptable.

Systems which require a special gateway controller to accommodate the fiber optic trunks, shall provide such a controller per point where the fiber optic cable enters and leaves the building. Gateway controllers shall not inhibit transfer of point data values between SDC controllers throughout the LAN. Such inhibitive systems shall not be acceptable.

In lieu of the above two options, the contractor may provide a fiber optic link to each SDC controller within the LAN. All controllers shall have access to the fiber optic link for LAN.

Fiber optic cable shall be fully tested and terminated by the temperature control contractor.

E. Standalone Digital Controllers (SDC)

1. General

Standalone Digital Controllers (SDC) shall be 16 bit microcomputer based, utilizing a multi-tasking, multi-user operating system.

The SDC controllers shall permit the simultaneous operation of all control, communication facilities management and operator interface software, as programmed by the Contractor or User. Modification of the on-board SDC controller database shall be performed on-line using the built-in or HHOT interface. Systems which require the SDC to be removed from service while DDC control sequences are modified shall not be acceptable.

SDC controllers shall utilize true floating point arithmetic capabilities. To accommodate totalization of large totalized values, SDC's with reporting capability shall support the calculation, accumulation and display of values within the range of +/-10 to the 10th power.

2. Database and Memory Back-up

All programming defining the functions to be performed by the SDC, including but not limited to application programs and point database within each SDC, shall be protected from loss due to power failure for a minimum of six months. Systems providing non-volatile memory for these functions are preferred. Systems not providing non-volatile memory shall provide a system rechargeable battery backup system sufficient to provide protection for the specified 6 month period. Systems not in compliance shall provide for uninterrupted power to each SDC.

3. Service Ports

SDC controllers shall be equipped with a minimum of one operator service port for the connection of a HHOT. The service port shall be either a built-in RS-232 data terminal

port or an RJ-11 type jack which connects to the manufacturer's standard HHOT.

Connection of a service device, to a service port, shall not cause the SDC controller to lose communications with its peers or other networked device controllers.

The service port shall allow utilization of the same HHOT from any location. The same HHOT shall be utilized for any SDC, or UDC Systems which utilize more than one variety of HHOT shall not be acceptable.

4. Display and Readout Capability

The SDC controller shall provide manufacturer’s standard display and readout capability.

5. Manual/Auto Control and Notification

The SDC controller shall provide commanded override capability from the HHOT or the built-in operator interface. Such overrides shall be annunciated to the CHS's. Such overrides shall be valid as long as power is applied to the controller.

Manual service overrides, such as Hand/Off/Auto switches, shall be provided as indicated on the drawings. Such overrides shall be located at the controlled device location and conform with OSHA Manual lockout regulations, as appropriate, for safety reasons. SDC indication of such manual override actions shall be provided as feedback status indication points shown on the drawings, in conjunction with the application programs within the SDC. Systems which provide built-in H/O/A switching devices with integral feedback shall provide external manual service overrides, as indicated, to comply with OSHA manual lockout regulations. H/O/A switches remotely located at the SDC controller are not acceptable.

6. Adjustments

Every control panel shall provide adjustments for the functions specified. In general, adjustments shall be provided for all set points used by controllers within each control panel. In addition, adjustments shall be provided for throttling ranges, mixed air damper minimum positions, or other items as specified. Adjustments shall be integral to each individual SDC. The built-in operator interfaces shall allow the easy execution of the adjustment through named identifiers within the SDC. From a single SDC user interface, any other SDC shall be accessible and full adjustment capabilities shall be provided.

7. Sensing and Control Outputs Requirements

a). Sensing

All sensing inputs shall be provided via industry standard signals. Temperatures, humidities, differential pressure signals, and other signal inputs shall be one of the following types:

0-20 mA
4-20 mA
0-5 VDC
0-12 VDC

1000 ohm platinum (at O{SYMBOL 176\f"Symbol"}C,2.62 ohms/C)
1000 ohm Balco (2.2 ohms/{SYMBOL 176\f"Symbol"}F)
10 k ohm Thermistor (at 25{SYMBOL 176\f"Symbol"}C/77{SYMBOL 176\f "SYMBOL"}F)

Custom, definable input signals (accept sensor inputs from RTD devices, other than those of the manufacturer).

All signal inputs shall be compatible with the controllers used, and with the requirements for readout of variables in true scaled engineering units as specified.

b). Control Outputs

1). On/Off Outputs

Control panel shall internally provide test points for the circuit driving the equipment contactor, for the purpose of troubleshooting the 120 VAC or 240 VAC circuit to the contactor. All such relays or digital output modules shall provide a pilot light or LED display of the same status. On/Off output modules shall be of the modular construction that can be easily and quickly replaced, on an individual basis, if the module were to be damaged.

2). Modulating Outputs

Modulating outputs shall be industry standard 0-5 VDC, or 0-12 VDC with definable output spans, to adapt to industry available control products. Milliamp outputs of 0-20 mA or 4-20 mA are also acceptable. Drive open/Drive closed type modulating outputs are acceptable provided that they also comply with the following requirements.

All modulating outputs shall provide within the control panel, a meter gauge, or display indication via on board display or HHOT, the commanded position signal for the actuating device. This meter, gauge, or display must provide either a 0-100 percent position indication, or read out directly in the engineering unit of the signal being used. Drive open/Drive closed type controllers shall include sufficient components and control algorithms to comply with this requirement. In the case of Drive open/closed technology, position feedback shall be provided to insure positive indication that the control device is at the commanded position.

F. Unitary Digital Controller (UDC)

1. General

a). Controls shall be microprocessor based Unitary Digital Controllers (UDC's). UDC's shall be provided for equipment as necessary. UDC's shall be based on a minimum 16 bit microprocessor working from software program memory which is physically located in the UDC. The

application control program shall be resident within the same enclosure as the input/output circuitry which translates the sensor signals. All input/output signal conversion shall be performed through a minimum of a 10 bit A to D converter.

Contractor shall provide a minimum of one UDC controller per unitary system as required.

The BAS contractor shall provide and install all UDC's specified under this section. Mechanical equipment manufacturers desiring to provide UDC type controls as factory mounted equipment, shall provide a separate bid for their products less all controls, actuators, valve assemblies and sensors, which are specified to be provided by the BAS/Temperature control contractor.

b). All input/output signals shall be directly hardwired to the UDC. Troubleshooting of input/output signals shall be easily executed with a volt-ohm meter (VOM). As a result of this intent, it is specified that power line carrier systems, or other systems which command multiple outputs over a single pair of wires, shall not be utilized.

c). UDC's shall be in continuous, direct communication with the network which forms the facility wide building automation system. The UDC's shall communicate with the SDC at a baud rate of not less than 9,600 baud.

2. Non-Volatile Memory

a). All control sequences programmed into the UDC shall be stored in non-volatile memory, which is not dependent upon the presence of a battery, to be retained. Power failures shall not cause the UDC memory to be lost, nor shall there be any need for batteries to be recharge or replaced to maintain the integrity of the controller database. The UDC shall allow for the creation of unique application control sequences. Systems that allow only selection of sequences from a library or table are not acceptable.

b). All control sequences shall be fully configurable at the AHDC, allowing for the creation and change of a sequence while at the unit.

c). The UDC shall be provided with the ability to interface with the HHOT. The interface port shall be provided at the wall sensor or within the unitary equipment, as specified on the plans. The interface port shall allow the HHOT to have full functionality as described hereinbefore of this specification. From the interface port, the HHOT shall be able to directly access any UDC in the network.

d). The UDC shall provide an input/output point treading utility that is capable of accumulating 48 analog point samples and 10 digital point samples per Input/Output point. Each sample shall be taken on a user defined interval, ranging from 1 second to 255 hours per sample. The

digital readings shall be on a change of state occurrence for the digital points. All samples shall be recorded with the engineering units for the value, along with a time and date identifier for each sample taken.

Systems unable to provide the above capability shall provide for the individual input/output point treading at the SDC. Specifics as to how each UDC point will be trended, at the SDC, shall be provided in the submittal documents. Included in the explanation shall be the sample intervals, the memory allocation in the SDC and the number of UDC's per SDC that can be expected.

e). The UDC shall provide LED indication of transmit/receive communication performance, as well as for the proper/improper operation of the controller itself.

3. Controller Location

a). To simplify controls and mechanical service troubleshooting, the UDC shall be mounted directly in the controls compartment of the unitary system. The UDC shall be provided with a sheet metal or polymeric enclosure that is constructed of material allowing for the direct mounting within the primary air stream, as defined by UL-465. The direct mounting shall allow all controls maintenance and troubleshooting to be made while at the unitary equipment. The UDC shall be directly wired to sensory devices, staging relays or modulating valves for heating and cooling.

b). For compatibility to the environment of the unitary equipment, UDC's shall have wide ambient ratings. UDC's shall be rated for service from 32 Deg F (Degrees Fahrenheit) to 140 Deg F.

c). Contractor shall submit description of location of UDC's on all mechanical and unitary equipment.

2.8 SYSTEM SOFTWARE DESCRIPTION

A. General

1. Contractor shall provide all software for a complete and operational system as described herein. Software shall include manufacturer's standard multi-tasking, multi-user operating system for operator consoles and controllers, network communication software for dial-up and hard trunk applications, operator man-machine interface software, control application software and all other software necessary to provide the functions specified herein.

2. System software shall be as manufactured by Siebe Environmental Controls, Johnson Controls, Honeywell, Trend Controls: a division of Honeywell by HavTech Solutions, Siemens, Alerton, Reliable Controls, Schneider Electric, Advanced Power, Trane, or approved equal.

2.9 EXCEPTION REPORTING SEQUENCES

A. Alarm/COS Reports

1. For those digital points indicated on the drawings, the Contractor shall provide a unique change-of-state alarm message of up to 70 characters. The message shall report to all devices assigned to the alarm class.

2. For those points indicated on the drawings which are designated as interrupt priority, the Contractor shall provide an interrupting process display at the CHS location which displays the current conditions for the operator.

   In addition, the CHS computer shall automatically send a picture of the process graphic display to the remote locations specified on the drawings as receiving facsimile copies of interrupting alarms.

3. For those points designated in paragraph 3 above, the FMCS shall also send a history log to the system report printer of the immediate prior history of the points causing the interrupt priority. This log shall contain 1 minutes samples of the previous 15 minutes of operation.

4. For those points on the drawings designed as Hard Facts points, the Contractor shall provide an alarm message to a remote facsimile location designated by the Owner. The FMCS system shall provide at the remote location, a facsimile printout showing location, time/date of alarm and alarm message of the point. For interrupt priority fax alarms, the remote facsimile machine shall receive a hard copy of the interrupt process screen showing on-line dynamic data values of the current conditions.

B. Off Hours Exception Reporting

The Owner shall specify up to five sites to which off hours exceptions shall be auto-dialed and reported. This shall allow the owner to assign off hours exception responses to various facility personnel as necessary. Selection of the site to be dialed can be programmed by the Owner, and set to change automatically per time of day and day of week.

2.10 MONITORING SYSTEM, SENSORS AND WIRING

A. Sensors and other Devices for Input/Output Summary Schedule:

1. Provide all necessary sensors, relays, panels, conduits and wire for the points indicated in the input/output summary as shown on the contract drawings.

2. Analog sensing elements for remote indication shall be independent of local sensors used for local control loops.

3. Temperature sensors shall be Resistance Temperature Detector (RTD) type of 1000 ohm balco. Space (60-90 degrees F); Duct/Well (-30-250 degrees F); Averaging Duct (-30-225 degrees F) or as required under Division 26.

4. Differential Pressure Sensors and Switches

   a). Fan proof-of-flow switches shall be U.L. listed adjustable set point and

differential pressure type. Switches shall be piped to fan discharge except where fans operate at less than one inch WG, they shall be piped across the fan. For fractional horsepower and non-ducted fans, relays or auxiliary contacts may be used. Maximum pressure rating shall be at least 10 inches WG. with .05-12 inch W.C. range.

b). Pump proof-of-flow switches shall be U.L. listed adjustable differential pressure or flow type as specified in the sequence of operation or data point summary. Devices shall be 150 psi rated except chilled water flow switches shall be provided with totally sealed vapor tight switch enclosure on 300 psi body. Differential pressure switches shall have valved manifold for servicing, and a range of 3 psi-150 psi.

c). Water flow analog sensors shall be provided complete with flow element and shall be an all solid state precision industrial type with stainless steel meter body, maximum error of no more than .5 percent or span, and 4 to 20 ma output. Sensor shall be rated for 250 psi minimum and installed in strict accordance to the manufacturer's instructions complete with three-valve manifold for calibration and maintenance.

5. Overall system accuracy, including electronic analog sensing elements, shall be as follows:

a). Air: Plus or minus 1.0 degrees F temperature, plus or minus 2.5 percent r.h., plus or minus 2.0 percent static pressure.

b). Water: Plus or minus 0.7 degrees F over full scale range for water points, plus or minus 1.0 degree F for others.

c). Proof of fan or pumps operating status, or alarm conditions shall be through positive feedback from differential pressure switches across fan or pump. Auxiliary dry contacts may be used for proof of fans or pumps if the motors are fractional H.P., and other non-ducted fans.

6. Digital inputs from devices with isolated, dry type contacts (no grounds, no voltage) of either normally open (N.O.) or normally closed (N.C.) configuration shall be provided. Live contact inputs, those that have voltage present, shall be provided with isolating devices to meet dry contact requirements.

7. Start-stop relay module shall contain relays for start-stop function at the remote point, with relays mounted and factory wired to numbered terminal strips.

8. Outage Devices:

a). Control Relays: Control relay contacts shall be rated for the application, with a minimum of two sets of Form C contacts, enclosed in a dustproof enclosure. Relays shall have silver-cadmium contacts with a minimum life span rating of one million operations. Operating time shall be 20 milliseconds or less, with release time of 10 milliseconds or less. Relays shall be equipped with coil transient suppression limiting transients to nondamaging levels.

b). Time Delay Relays: Time delay relay contacts shall be rated for the application with a minimum of two sets of Form C contacts enclosed in a dustproof enclosure. Relays shall have silver-cadmium contacts with a minimum life span rating of one million operations. Relays shall be equipped with coil transient suppression devices to limit transients to nondamaging levels. Delays contact opening or closing shall be adjustable from one to 60 seconds with a minimum accuracy of plus or minus 2 percent of setting.

c). Latching Relays: Latching relay contacts shall be rated for the application with a minimum of two sets of Form C contacts enclosed in a dustproof enclosure. Relays shall have silver-cadmium contacts with a minimum life span rating of one million operations. Operating time shall be 20 milliseconds or less, with release time of 10 milliseconds or less. Relays shall be equipped with coil transient suppression devices to limit transients to nondamaging levels.

d). Reed Relays: Reed relays shall be encapsulated in a glass-type container housed in a plastic or epoxy case. Contacts shall be rated for the application. Operating and release times shall be one millisecond or less. Reed relays shall have a minimum life span rating of 10 million operations.

e). Contactors: Contactors shall be of the single-coil, electrically operated, mechanically held type. Positive locking shall be obtained without the use of hooks, latches, or semi-permanent magnets. Contacts shall be double-break silver-to-silver type protected by arcing contacts. Number of contacts and ratings shall be selected for the application. Operating and release times shall be 100 milliseconds or less. Contactors shall be equipped with coil transient suppression devices to limit transients to nondamaging levels.

f). Solid-State Relays: Input-output isolation shall be greater than 1000 megohms with a breakdown voltage of 1500 V rms or greater at 60 Hz. The contact life shall be 10 million operations or greater. The ambient temperature range shall be minus 20 degrees to plus 140 degrees F. Input impedance shall not be less than 500 ohms. Relays shall be rated for the application. Operating and release times shall be one millisecond or less. Transient suppression shall be provided as an integral part of the relay to limit transients to nondamaging levels.

9. Audible Alarm:

a). All alarms shall annunciate on the ATC system front end computer and via pagers.

PART 3 EXECUTION

3.1 GENERAL

A. The Automatic Temperature Control System and Central Control and Management System, shall be designed, installed, and commissioned in a turnkey fully implemented and operational manner.

3.2 BMS SPECIFIC REQUIREMENTS

A. Graphic Displays

1. Provide a color graphic system flow diagram display for each new system with all points as indicated on the point list. All terminal unit graphic displays shall be from a standard design library.

2. User shall access the various system schematics via a graphical penetration scheme and/or menu selection.

B. Custom Reports:

1. Provide custom reports as required for this project:

3.3 INSTALLATION & SUPERVISION

A. All wiring and tubing shall be properly supported and run in a neat and workmanlike manner. All wiring and tubing exposed and in equipment rooms shall run parallel to or at right angles to the building structure. All piping and wiring within enclosures shall be neatly bundled and anchored to prevent restriction to devices and terminals.

B. The control contractor shall be responsible for all electrical installation required for a fully functional control and automation system and not shown on the electrical plans or required by the electrical specifications. All wiring shall be in accordance to all local and national codes.

1. All line voltage wiring, all wiring exposed, and all wiring in equipment rooms shall be installed in conduit in accordance to the electrical specifications.

2. All electric and electronic wiring shall be minimum #20 AWG minimum THHN and shielded if required.

C. The installation and supervision of this project shall be carried out by factory trained personnel who are employed by the Contractor and licensed for this type of work.

D. Install control units and other hardware in position on permanent walls where not subject to excessive vibration.

E. Install software in control units and in operator work station. Implement all features of programs to specified requirements and appropriate to sequence of operation.

F. Install in accordance with manufacturer’s instructions.

G. Mount outdoor reset thermostats and outdoor sensors indoors, with sensing elements outdoors with sun shield.

H. Provide separable sockets for liquids and flanges for air bulb elements.

I. Mount control panels adjacent to associated equipment on vibration free walls or free standing angle iron supports. One cabinet may accommodate more than one system in same equipment room. Provide engraved plastic nameplates for instruments and controls inside cabinet and engraved plastic nameplates on cabinet face.

J. Install equipment plumb and level.

K. Install all equipment to be accessible for service and maintenance.

3.4 ACCEPTANCE TESTING

A. Point Verification

To verify end-to-end operation of the system the Contractor shall provide a hard copy of an All Points Summary Listing to the Owner of each part or system to be placed in warranty by the Owner. For CHS systems, the Contractor shall additionally provide a print screen of the process display showing real time dynamic point information for all points on the subsystem(s) to be accepted.

B. Sequence Verification

1. The Contractor shall notify the Owner's representative of systems which perform all specified sequences.

2. The warranty acceptance test shall be of 5 days duration and the system shall perform as follows:

a). During the five days, the FMCS system shall not report any system diagnostics from the subsystem under test.

b). The subsystem shall be performance verified as operational using temporary trends of each control loop located in the SDC or MSDC.

During the occupied periods, BAS control loops, under test, shall maintain control of the process variable within the following scales:

Pump Head Pressure	+/-10 percent of control range
Pipe Temperature Loops	+/-2 degrees F

The contractor shall provide a hard copy printout of the process variable, process variable set point and control loop output percent for the period of 2 hours prior to occupancy to 2 hours after occupancy with samples taken every 15 minutes.

3.5 COORDINATE WITH TAB AGENCY

A. Verify that all control components are installed in accordance with project requirements and are functional, including all electrical interlocks, damper sequences, air and water reset, freeze stats and duct smoke detectors.

B. Verify that all controlling instruments are calibrated and set for design operating conditions prior to commencement of TAB work.

C. Calibrate sensors after installation, and before the sensor control verification tests are performed. Prove the accuracy of final settings by taking temperature readings. The readings shall be in a typical conditional space for each separately controlled zone.

D. Allow sufficient time in the project to provide assistance and instruction to the balancing agency in the proper use and setting of control components such as, but not limited to, computers, static pressure controllers, or any other device that may need set points changed so that the testing and balancing work can be performed.

3.6 EXAMINATION

A. Verify existing conditions before starting work.

B. Verify that systems are ready to receive work.

C. Beginning of installation means installer accepts existing conditions.

D. Sequence work to ensure installation of components is complementary to installation of similar components in other systems.

E. Coordinate installation of system components with installation of mechanical systems equipment such as air handling units and air terminal units.

F. Coordinate installation of system components with installation of mechanical system equipment such as air handling units and air terminal units.

G. Verify that conditioned power supply is available to the control units and to the operator work station. Verify that field end devices, wiring, and tubing is installed prior to installation proceeding.

3.7 INTERLOCK REQUIREMENTS

A. The fan and equipment interlock requirements are as scheduled on the contract drawings.

B. Furnish and install all necessary relays, transformer, contactors, wiring, conduit, and accessories to perform fan, equipment, and damper interlocks.

C. Unless otherwise noted, fan interlocks shall be arranged such that dampers associated with fan shall be open when fan starts and close when fan stops.

3.8 SUBMITTALS AT PROJECT CLOSEOUT

A. Project Record Documents: Record actual locations of components and set points of controls, including changes to sequences made after submission of shop drawings.

3.9 CONNECTIONS

A. Piping installation requirements are specified in other Division 23 Sections. Drawings indicate general arrangement of piping, fittings, and specialties.

1. Install piping adjacent to machine to allow service and maintenance.

B. Ground equipment.

1. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B.

C. Connect hand-off-auto selection switches to override automatic interlock controls when switch is in hand position.

3.10 FIELD QUALITY CONTROL

A. Manufacturer's Field Service: Engage a factory-authorized service representative to inspect, test, and adjust field-assembled components and equipment installation, including connections, and to assist in field testing. Report results in writing.

B. Perform the following field tests and inspections and prepare test reports:

1. Operational Test: After electrical circuitry has been energized, start units to confirm proper unit operation. Remove and replace malfunctioning units and retest.

2. Test and adjust controls and safeties.

3. Test calibration of electronic controllers by disconnecting input sensors and stimulating operation with compatible signal generator.

4. Test each point through its full operating range to verify that safety and operating control set points are as required.

5. Test each control loop to verify stable mode of operation and compliance with sequence of operation. Adjust PID actions.

6. Test each system for compliance with sequence of operation.

7. Test software and hardware interlocks.

C. DDC Verification:

1. Verify that instruments are installed before calibration, testing, and loop or leak checks.

2. Check instruments for proper location and accessibility.

3. Check instrument installation for direction of flow, elevation, orientation, insertion depth, and other applicable considerations.

4. Check flow instruments. Inspect tag number and line and bore size, and verify that inlet side is identified and that meters are installed correctly.

5. Check pressure instruments, piping slope, installation of valve manifold, and self-contained pressure regulators.

6. Check temperature instruments and material and length of sensing elements.

7. Check control valves. Verify that they are in correct direction.

8. Check DDC system as follows:

   a). Verify that DDC controller power supply is from emergency power supply, if applicable.
   b). Verify that wires at control panels are tagged with their service designation and approved tagging system.
   c). Verify that spare I/O capacity has been provided.
   d). Verify that DDC controllers are protected from power supply surges.

D. Replace damaged or malfunctioning controls and equipment and repeat testing procedures.

E. All temperature control and interlock wiring shall be installed in conduit unless otherwise noted on the plans. Power or interlock wiring shall be run in separate conduit from sensor and communications wiring.

3.11 ADJUSTING

A. Calibrating and Adjusting:

1. Calibrate instruments.

2. Make three-point calibration test for both linearity and accuracy for each analog instrument.

3. Calibrate equipment and procedures using manufacturer's written recommendations and instruction manuals. Use test equipment with accuracy at least double that of instrument being calibrated.

4. Control System Inputs and Outputs:

   a). Check analog inputs at 0, 50, and 100 percent of span.
   b). Check analog outputs using milliampere meter at 0, 50, and 100 percent output.
   c). Check digital inputs using jumper wire.
   d). Check digital outputs using ohmmeter to test for contact making or breaking.
   e). Check resistance temperature inputs at 0, 50, and 100 percent of span using a precision-resistant source.

5. Pressure:

a). Calibrate pressure transmitters at 0, 50, and 100 percent of span.
b). Calibrate pressure switches to make or break contacts, with adjustable differential set at minimum.

6. Temperature:

a). Calibrate resistance temperature transmitters at 0, 50, and 100 percent of span using a precision-resistance source.
b). Calibrate temperature switches to make or break contacts.

7. Stroke and adjust control dampers.

8. Provide diagnostic and test instruments for calibration and adjustment of system.

9. Provide written description of procedures and equipment for calibrating each type of instrument. Submit procedures review and approval before initiating startup procedures.

B. Adjust initial temperature and humidity set points.

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

3.12 ON-SITE ASSISTANCE

A. Occupancy Adjustments: Within one year of date of Substantial Completion, provide up to three Project site visits, when requested by Owner, to adjust and calibrate components and to assist Owner's personnel in making program changes and in adjusting sensors and controls to suit actual conditions.

PART 4 SEQUENCES OF OPERATION

4.1 MULTIPLE BOILERS WITH VARIABLE SPEED COMBUSTION AIR FAN

A. General

1. The following control sequence for combustion air control specifically refers to the components found in the boiler room. The proper boiler, damper, fan, etc., identification can be found on the ATC control diagram.

2. The combustion air fan shall be furnished with packaged controls. Install all control wiring, interlock wiring, devices, relays for a fully functional system.

3. Provide end switch on intake damper to prevent fan from energizing until damper is proved wide open.

B. Combustion Air Fan

1. The combustion air system shall receive a signal from the indoor/outdoor static pressure transmitter sensor that the pressure has changed and is now below setpoint. The control combustion air system shall increase air flow rate by increasing the RPM of the combustion air fan until the setpoint is satisfied.

2. The combustion air fan shall energize when boiler burner energizes or when space static pressure drops below set point, .012 inches w.g. (adjustable).

3. The actual pressure of the boiler room shall be constantly displayed on the LCD-display of the combustion air fan system control panel.

4. As the combustion air fan RPM cycles, the LED displays shall indicate increasing and decreasing RPM.

5. In case of insufficient combustion air or system failure, the combustion air system shall indicate malfunction with a visual and audible alarm.

6. Interlock combustion air fan operation with new both boiler burners. If add alternate is not accepted, interlock the combustion air fan with existing boiler burner under the base bid.

4.2 DUAL PRIMARY/SECONDARY HOT WATER BOILERS WITH CONSTANT SPEED SECONDARY PUMPS (3-WAY VALVE CONTROL)

A. The heating water system shall be started and stopped by a signal from the CCMS. Provide a panel mounted Hand-Off-Auto (H-O-A) switch that overrides the CCMS to manually start or stop the heating water system. The CCMS shall have control of the heating water system operation when the panel mounted H-O-A switch is in the "Auto" position only. A dedicated lead/lag boiler controller shall be provided with boiler burners to allow manual control of the boilers. The ATC system shall be fully integrated with boiler burner controls.

B. Global outside temperature sensor shall automatically energize the heating system when the ambient temperature is 60 degrees F or less (adjustable). A means for manually energizing heating system shall be provided through boiler burner control panel.

C. Provide a panel mounted pump selector switch that shall determine the primary (lead) standby status of each secondary pump and interlocks to the selected pumps. Provide a pole on the H-O-A switch for the exclusive use of the CCMS for remote monitoring of the switch position. All input and output points listed on the CCMS point schedule, that are connected through a control panel provided by the ATC subcontractor, shall be wired through dedicated terminal strips. Digital output (DO) control points shall be a 24 VAC max signal provided by the CCMS to the ATC control panels to drive a pilot relay. The pilot relay, the H-O-A switch, and all control panel and equipment interlock wiring shall be provided by the ATC subcontractor. The 24 VAC signal and all wiring between the ATC control panel and the CCMS shall be provided by the ATC subcontractor.

D. Provide an interlock that will automatically energize the existing lead fuel oil pump whenever the heating system is enabled. Lead fuel oil pump shall run continuously to provide fuel oil to both boilers. Only one fuel oil pump should run at one time.

E. When a boiler burner is operational its associated air compressor and fuel oil booster pump shall be energized.

F. Interlock existing heating water pumps and existing fuel oil pump set with new boiler burners.

G. Boilers shall be operated through the CCMS system to achieve rotational sequencing to facilitate even run times, as well as lead/lag enable and disable. Each boiler when enabled shall operate under its packaged controls to maintain a constant leaving water temperature of 190 degrees F (adjustable). The selected lead boiler shall be enabled to operate under its packaged controls to maintain a constant leaving water temperature of 190 degrees F (adjustable). Whenever a boiler is enabled it's dedicated (constant speed) primary pump shall run continuously. Lead boiler shall be alternated every 15 days.

H. Provide global outside air temperature sensor that will energize/de-energize lag boiler. The selected lag boiler shall be enabled to operate under its own packaged controls, whenever the outside air temperature is below 40 degrees F (adjustable) and disabled when outdoor air is above 45 degrees F (adjustable). Whenever selected lag boiler is enabled, the dedicated lag boiler primary pump shall run continuously.

I. Whenever outside air temperature is 40 degrees F or below, both boilers shall be enabled to maintain secondary loop heating water supply temperature set point (TS-1). The variable heating water supply temperature set point shall be maintained by modulation of both boiler 3-way control valve(s), (V-1 and V-2) independently. Boilers shall fire independently under packaged controls to maintain constant leaving water temperature of 190 degrees F (adjustable). When outside air temperature rises to 45 degrees F (adjustable) the lag boiler shall be disabled and lead boiler shall continue to operate. Above 45 degrees F outdoor air temperature, the lag boiler shall only be enabled if lead boiler cannot maintain set point.

J. When the heating water system is started (manually or automatically) either locally or remotely through the CCMS, the ATC system shall start the selected (lead) heating water secondary pump through the ATC panel mounted pump selection switch. The lead heating water secondary pump shall then run continuously. Simultaneously, the lead boiler shall energize along with its dedicated primary pump. The selected lead boiler shall operate under its packaged controls to maintain a constant leaving water temperature of 190 degrees F (adjustable). The lead boiler's primary pump shall also run continuously. The secondary heating water pump shall only energize when the primary system is on.

K. Provide and install a 3-way control valve (V-1 & V-2) in each boiler's primary loop as indicated, on contract drawings. During normal operation the outdoor air temperature sensor (T-OA) shall reset the secondary loop heating water supply temperature as sensed by TS-1. The variable heating water supply temperature set point shall be maintained by modulation of lead boiler 3-way control valve (V-1). The reset schedule shall be as indicated on the drawings and shall be fully adjustable.

L. If the lead boiler is enabled, and more than 45 minutes (adjustable) has elapsed with its 3-way control valve at 100 percent open to the building without achieving its set point, then lag boiler and its primary pump shall be automatically energized. The variable heating water supply temperature set point shall be maintained by modulating of lag boilers 3 way control valve (V-2). If the lead boiler fails as described above, an audible and visual alarm with silence switch shall sound an alarm on the ATC /EMS System panel. The audible and visual alarm shall not be energized when lag boiler is automatically enabled

by outside air temperature sensor.

M. Each boilers 3-way ATC control valve (V-1 and V-2) shall be independently controlled to maintain secondary loop supply water temperature (TS-1). However, to prevent boiler shock, each boilers 3-way ATC control valves (V-1 & V-2) shall open in a "timed" fashion. The "timed" valve opening period shall override the requirements of the secondary loop supply water temperature sensor (TS-1) until completed. The "time" cycle shall allow each boiler 3-way ATC control valve (V-1 & V-2) to slowly open from full open to bypass, to bypass closed in about 40 minutes (adjustable). After "timed" valve opening period, each boilers 3-way ATC control valves (V-1 & V-2) shall be placed under normal control by secondary loop supply water temperature sensor TS-1.

N. A heating water return temperature sensor (TS-2) shall be provided and installed to indicate secondary system return temperature.

O. Provide an automatic alternator for lead/lag secondary pump control. Only one heating water secondary pump shall run at one time. If the lead secondary pump fails as sensed by differential pressure sensor, the lag secondary pump (standby) shall energize after a 15 second time delay and an audible and visual alarm with silence switch shall sound an alarm on the ATC panel.

P. When the heating water system or a boiler is stopped either manually or automatically, the ATC Contractor shall provide a "Time Delay Off" function to keep the operating primary boiler pump(s) running for an additional 10 minutes (adjustable) after boilers have been de-energized to remove excess residual heat from boilers.

Q. All set points shall be fully adjustable.

R. Each boiler burner shall be interlocked to the new combustion air fan.

S. Each boiler burners normally open flame failure circuit and low water cut-off shall be tied into the EMS to alarm whenever burner senses flame failure or low water condition. Coordinate requirements with the boiler burner manufacturer. An audible and visual alarm with silence switch shall be provided on the DDC system

T. Provide boiler supply/return temperature sensors, TS-3, TS-4, TS-5, and TS-6 to monitor each boilers supply and return temperature.

U. Provide a flow switch, FS-1 in the discharge piping of each boiler interlocked with each boiler burner control panel arranged to prevent boiler operation until flow is proven.

V. ATC control monitoring and operation shall be in addition to boiler burner controllers and lead/lag control system provided with the boiler burners. Central hot water heating system shall be able to be controlled/operated locally through packaged controllers or automatically through ATC system. When central hot water heating system is being locally controlled all sensors and devices shall be monitored and trended on ATC system.

END OF SECTION

DIVISION 23 SECTION 233000
HVAC AIR DISTRIBUTION

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SECTION 233000 - HVAC AIR DISTRIBUTION

PART 1 GENERAL

1.1 SUMMARY

A. For General Mechanical Requirements, see Division 23 Section, “Common Work Results for HVAC” and Division 01, “General Requirements”.

B. The fabrication and installation of all ductwork, together with related equipment, shall comply with the standards of the National Fire Protection Association, as set forth in NFPA Standard No. 90A, as well as with the requirements of the Sheet Metal and Air Conditioning Contractors' National Association, Inc., and the latest edition of the ASHRAE Guide.

C. All duct sizes shown are net inside clear dimensions. Where internal duct lining is used, increase duct sizes accordingly to provide the indicated net free area. Unless otherwise indicated size runouts, drops, and connections to grilles, registers, diffusers, fans, coils, louvers, filters, and other equipment to the full size of the equipment connection.

D. Minor changes may be made in duct sizes where required to fit the available space, provided the indicated net free area and approximate aspect ratio are maintained.

E. Smoothly transition all ductwork to prevent excessive or unnecessary turbulence or pressure loss.

F. All exposed ductwork in finished areas shall be painted in color as indicated by Engineer. All ductwork requiring paint shall be constructed of paint grade galvanized sheet steel with a paintable finish.

1.2 REFERENCES

A. ASTM A 36 - Structural Steel.

B. ASTM A 90 - Weight of coating on Zinc-Coated (Galvanized) Iron or Steel Articles.

C. ASTM C 916 Type II – Standard Specification for Adhesives for Duct Thermal Insulation.

D. ASTM A 366 - Steel, Sheet, Carbon, Cold Rolled, Commercial Quality.

E. ASTM A 480 - General Requirements for Flat-Rolled Stainless and Heat-Resisting Steel Plate, Sheet, and Strip.

F. ASTM A 525 - General Requirements for Steel Sheet, Zinc-Coated (Galvanized) by the Hot-Dip Process.

G. ASTM A 527 - Steel Sheet, Zinc-Coated (Galvanized) by Hot-Dip Process, Lock Forming Quality.

H. ASTM A 568 - Steel, Sheet, Carbon, and High-Strength, Low-Alloy, Hot-Rolled and

Cold-Rolled.

I. ASTM A 569 - Steel, Carbon (0.15 Maximum, Percent), Hot-Rolled Sheet and Strip, Commercial Quality.

J. NFPA 90A - Installation of Air Conditioning and Ventilating Systems.

K. NFPA 90B - Installation of Warm Air Heating and Air Conditioning Systems.

L. UL 181 - Factory-Made Air Ducts and Connectors.

M. NFPA 90A - Installation of Air Conditioning and Ventilating Systems.

N. NFPA 70 - National Electrical Code.

O. SMACNA - HVAC Duct Construction Standards - Metal and Flexible.

1.3 PERFORMANCE REQUIREMENTS

A. No variation of duct configuration or sizes permitted except by written permission. Size round ducts installed in place of rectangular ducts in accordance with ASHRAE Table of Equivalent Rectangular and Round Ducts.

1.4 QUALIFICATIONS

A. Manufacturer: Company specializing in manufacturing the projects specified in this section with minimum five (5) years documented experience.

B. Installer: Company specializing in performing the work of this section with minimum five (5) years' experience.

1.5 REGULATORY REQUIREMENTS

A. Construct ductwork to NFPA- 90A Standards.

1.6 ENVIRONMENTAL REQUIREMENTS

A. Do not install duct sealants when temperatures are less than those recommended by sealant manufacturer.

B. Maintain temperatures during and after installation of duct sealants.

1.7 ALTERNATES

A. Refer to Division 01 Section, "Alternates" for description of work under this section affected by alternates.

PART 2 PRODUCTS

2.1 DUCTWORK

A. Unless otherwise indicated or specified, fabricate ductwork of galvanized sheet steel, stainless steel, or aluminum conforming to Commercial Designation 3003 Temper H14 and Duct Sheet. Duct gages, jointing and reinforcement shall conform to Tables 4, 5, 6 and 7, as applicable, Chapter I of the latest *ASHRAE Guide and Data Book*. Construction details shall conform to Section I and Section II, as applicable, of *Duct Manual and Sheet Metal Construction for Ventilation and Air Conditioning Systems* as published by Sheet Metal and Air Conditioning Contractors' Association, Inc.

B. Erect sheet metal ductwork in a first-class, workmanlike manner secured in place rigidly and permanently. Provide suitable hangers, securely attached to building construction with bolts, clips or inserts. Hangers shall be structural shapes, flat bars, or formed strap hangers; use of wire will not be permitted. Hangers shall not pass through or be inside duct. Support vertical ducts passing through floors by angles riveted to duct and resting either on floor or on brackets secured to building construction. All space around ducts where they pass through any walls, floors, ceilings, or roofs shall be sealed tight with incombustible inert material. Do not arrange ducts so as to impair the effectiveness of fireproofing around structural members. Provide sheet metal flanged collars around exposed ducts passing through walls, floors, or ceilings to provide finished appearance. Seal all duct joints and seams including supply, return, outside air, combustion air, relief air, ventilation air and exhaust ductwork with *Hardcast* Sealing System as manufactured by Hardcast, Inc., Foster, Childers, or approved equal.

C. Flexible connections of neoprene or other NFPA approved non-inflammable fabric shall be provided in the duct system at all fan inlet and outlet connections.

D. Provide cut turning vanes in all duct turns where centerline radius is located. Turning vanes shall be air-foil type with extended trailing edges. Fabricate to comply with SMACNA Sheet Metal Construction for Ventilation and Air Conditioning Systems Manual.

E. Provide duct collars and angle iron framework for mounting of automatic dampers.

F. Fabricate and support in accordance with SMACNA HVAC Duct Construction Standards - Metal and Flexible, and as indicated. Provide duct material, gauges, reinforcing, and sealing for operating pressures indicated.

G. Construct T’s, bends, and elbows with radius of not less than 1-1/2 times width of duct on centerline. Where not possible and where rectangular elbows are used, provide air foil turning vanes. Where acoustical lining is indicated, provide turning vanes of perforated metal with glass fiber insulation.

H. Increase duct sizes gradually, not exceeding 15 degrees divergence wherever possible; maximum 30 degrees divergence upstream of equipment and 45 degrees convergence downstream.

I. Fabricate continuously welded round and oval duct fittings two gauges heavier than duct gauges indicated in SMACNA Standard. Joints shall be minimum 4-inch (100 mm) cemented slip joint, brazed or electric welded. Prime coat welded joints.

J. Provide standard 45 degree lateral wye takeoffs unless otherwise indicated where 90 degree conical tee connections may be used.

K. Fasteners: Rivets, bolts, or sheet metal screws.

L. Hanger Rods: ASTM A36 - Galvanized steel; threaded both ends, threaded one end, or continuously threaded.

2.2 DUCT SYSTEMS

A. All ductwork shall be constructed for low pressure service (2 inch W.G.).

2.3 DUCT CONSTRUCTION

A. Rectangular and/or Round Ductwork (Low Pressure):

1. Galvanized Steel Ducts: ASTM A525 and ASTM A527 galvanized steel sheet, lock-forming quality, having G-90 Zinc coating in conformance with ASTM A90.

2. Make allowance for internal duct lining where required. Sizes shown on the drawings are inside clear dimensions.

3. Determine duct gauges for the longest duct side and use for all four sides. Joints and reinforcing requirements apply to the longest duct side.

4. Reinforce all ducts to prevent buckling, vibration, or noise as recommended in the referenced construction standards, and as required to suit the installed conditions.

5. Do not cross break duct which will receive rigid insulation covering.

6. Where tap sizes of divided-flow fittings are not indicated, make branch and main/connection sizes proportional to their respective air flows and maintain uniform transverse velocities in the fitting.

7. Make radius elbows and radius tee connection with throat radius equal to or greater than the width of the duct. Use vaned elbows where shown and where radius elbows will not fit the space, and in all square bends.

8. Turning vanes shall be the air-foil type with extended trailing edges, 36-inch maximum vane length. Where longer vanes are required, use two or more sets of vanes with intermediate runners securely fastened together.

9. Bolt, screw, rivet, or spot weld reinforcing members securely to the duct on not less than 6-inch centers.

10. Where ducts are open-ended without grilles, registers, or other means of stiffening, reinforce and stiffen the open end with standing seams or an angle frame. Provide rolled edges to prevent any exposed sharp edges.

11. Paint all cut ends on galvanized angles, rods, and other uncoated surfaces with aluminum paint.

12. Where ductwork is not painted or otherwise finished, remove all exposed traces of joint sealers, manufacturer's identification and other markings.

13. Determine duct gauges per SMACNA based on duct size and pressure indicated.

2.4 AIR VOLUME CONTROLS

A. Motor-operated dampers shall be as hereinafter specified under Division 23 Section, “Instrumentation and Controls of HVAC & Plumbing System”.

B. Duct turning vanes shall be Tuttle & Bailey *Ducturns*, or approved equal.

C. Furnish and install duct collars and angle iron frames for the installation of ATC dampers.

2.5 INSTRUMENT TEST PORTS

A. Furnish and install instrument test ports in the ductwork to allow use of pitot tube length. Equip holes with Ventlok #699 instrument ports. Fittings shall extend beyond duct covering and insulation.

2.6 DUCT ACCESS DOORS

A. Furnish and install adequately sized duct access doors at motor-operated dampers, and other locations where indicated and required for duct access. Doors shall be the continuous piano-hinged type with approved latches and neoprene compression-type gaskets with 1 inch thick fiberglass double skin and shall be Ruskin Model ADH22, Air Balance, Inc., FSA-100 or as approved equal. Stiffen ductwork at door openings. Where doors are installed in insulated ductwork, provide equivalent insulation in the door assembly. Where access doors are installed in the fire-rated partitions, provide *Fire Seal* access doors as manufactured by Air Balance, Inc., or approved equal, UL approved, meeting the rating of the enclosure in which the access door is installed.

B. Seal around frame attachment to duct and door to frame with neoprene or foam rubber.

2.7 SPIN-IN FITTINGS

A. Furnish and install spin-in fittings where indicated on the contract drawings, Model SM-20G, as manufactured by General Environment Corporation, or an approved equal.

2.8 DUCT LINING (LOW PRESSURE DUCTWORK)

A. All low pressure ductwork within 10 feet of fans, and as additionally shown on Contract Drawings, shall be lined on the interior for sound attenuation and thermal insulation.

B. Provide additional exterior insulation where required and as indicated in Division 23 Section, “HVAC Insulation”.

C. The lining insulation shall be 1 inch thick, 3.0 pcf density, Aeroflex plus Duct Liner Type 300, Owens Corning Quiet R Rotary Duct Liner, Manville, Knauf, or approved equal.

The material shall be specifically designed for this application, shall have a black, fire-resistant coating, shall meet NFPA Standards 90A and 90B and shall have a UL Fire Hazard Classification of Flame Spread 25 or less and smoke developed of 10 or less. The black-coated surface shall face the air stream.

D. All exposed edges and the leading edge of all cross joints of the liner shall be coated with the same adhesive used to secure the duct liner to metal surface. All air stream surfaces shall be treated with EPA registered fungicide Foster 40-20. Coating shall meet ASTM D 5590 with 0 growth rating.

E. The duct liner shall be adhered to the metal with 100 percent coverage of adhesive. Adhesive shall conform to Adhesive and Sealant Council Standards for adhesives for duct liner; ASTM C916, Type II (ASC-A-7001-A-1971). Adhesive shall be Foster 85-60, Childers CP-127 or approved equal.

F. The duct liner shall be additionally secured with mechanical fasteners, which shall compress the duct liner sufficiently to hold it firmly in place. Mechanical fasteners shall conform to Mechanical Fastener Standard MF-1-1971, available from Sheet Metal and Air Conditioning Contractors National Association.

G. All duct lining shall be installed in complete accordance with the Sheet Metal and Air Conditioning Contractors National Association (SMACNA) Duct Liner Application Standard, First Edition and Green Guard Indoor Air Quality certification program requirements.

H. Dimensions on drawings indicate inside clear opening of rectangular ductwork. Increase duct dimensions 2 inches each way for accommodating insulation on all shop or field-fabricated rectangular ductwork where lining is specified.

2.9 LOUVER BLANK-OFF PANELS

A. Insulated, Blank-Off Panels: Laminated panels consisting of insulating core surfaced on back and front with metal sheets and attached to back of louver.

1. Thickness: 2 inches (50mm)
2. Metal Facing Sheets: Aluminum sheet, not less than .032 inch (.81mm) nominal thickness.
3. Insulating Core: Rigid, glass-fiber-board insulation or extruded-polystyrene foam
4. Edge Treatment: Trim perimeter edges of blank-off panels with louver manufacturer’s standard extruded-aluminum-channel frames, not less than .080 inch (2.03mm) nominal thickness with corners mitered and with same finish as panels.
5. Seal perimeter joints between panel faces and louver frames with gaskets or sealant.
6. Panel Finish: Same finish applied to louvers.
7. Attach blank-off panels with stainless steel sheet metal screws.
8. Cover all unused openings in louvers.

2.10 OPEN END DUCTS (OED)

A. Whether indicated on plans or not, all open-ended ducts shall be provided with a protective screen.

B. All open-ended ducts shall be furnished with a 12 gauge ½ inch x ½ inch aluminum mesh screen. Screens shall be permanently installed in a removable frame, and the frame shall be attached to the open-ended duct in a neat, workmanship-like manner without any exposed edges or sharp surfaces.

C. Screen shall be attached to a ¾ inch x 1/8 inch continuous galvanized perimeter frame. Install duct stiffeners greater than 16 inches in any direction at open-ended ducts.

2.11 DRIP PANS

A. Furnish and install suitable watertight, aluminum drip pans where water or drain piping is routed over electrical switchgear, transformers, computers, elevator machine equipment, dry storage rooms, etc. Each drip pan shall have a 1 inch copper type *M* drain piped to discharge where shown on drawings; or, if not shown, to discharge over nearest available open drain. Size and arrangement shall be as approved by Engineer. Sides shall be minimum 1.5 inches deep.

B. Drain pans shall be of 16 gauge welded construction. Provide drawings of typical drain pan construction for approval before construction. See Submittals in Division 01 Section, “Product Requirements”.

2.12 DUCT SEALANTS AND ADHESIVES

A. All ductwork shall be sealed, including low pressure exhaust systems. Transverse joints and longitudinal seams in duct systems shall be sealed with a duct sealant of the type specified hereinafter in Section 1, 2, or 3, or with a tape sealing system as specified in Section 4. Spiral lockseams are not longitudinal seams and do not require duct sealant. All seams and joints shall require duct sealant suitable for the pressure rating and installation application. All sealants shall exceed 500 hours without becoming brittle under ASTM-D572 test conditions (oxygen bomb), unless specified otherwise. No surface preparation or solvent cleaning shall be necessary to remove light coatings of oil and dust before applying sealant unless specified otherwise. Flanged joints shall be sealed according to Section 5. Construction joints that are not fully welded shall be sealed according to Section 6. Adhesive to secure insulation to metal surfaces shall be that specified in Section 7.

1. Assembly joints to be installed indoors or outdoors shall be sealed with Foster 32-19, Childers CP-146, United Duct Sealer WB, or equivalent, which is a water-based sealant formulated to withstand service temperatures from 20 degrees F to +200 degrees F. Sealant shall have a UL Classification marking with a flame spread of 15 and smoke developed of 0 when applied to inorganic reinforced cement board, both at a coverage of 31 square feet per gallon. Store and apply between 40°F (4°C) and 100°F (38°C); protect from freezing.

2. Assembly joints to be installed indoors shall be sealed with Foster 32-19, Childers CP-146, UNI-GRIP™ duct sealer or equivalent, which is a water-based (vinyl-acrylic polymer) sealant formulated to withstand temperatures from –20 degrees to +200 degrees Fahrenheit. Surfaces to be sealed should be clean, dry,

and free from oil, grease, and dirt. Sealant shall be nonflammable (wet) and fire retardant. Sealant shall have a UL Classification marking with a flame spread of 5 and smoke developed of 5 when applied to 18-gauge galvanized steel and a flame spread of 0 and smoke developed of 0 when applied to inorganic reinforced cement board, both at a coverage of 40 square feet per gallon.

3. Assembly joints shall be sealed with UNI-CAST® tape sealing system or equivalent, which is a combination of an adhesive activator and woven-fiber tape impregnated with a gypsum mineral compound. Modified acrylic/silicone activator (MTA-20 for indoor use) reacts exothermically with the tape to form a hard, airtight seal. Sealant shall be formulated to withstand temperatures from –40 degrees F to +200 degrees Fahrenheit. Combination of tape and MTA-20 adhesive shall have a flame spread and smoke developed of 0. Do not use for outdoors.

4. Flanged joints to be installed indoors shall be sealed with UNI-GASKET™ flange sealer or equivalent, which has a synthetic elastomer base and is formulated to withstand temperatures from –20 degrees F to +150 degrees F. Sealant shall have a UL Classification marking with a flame spread of 5 and smoke developed of 5 when applied to 18-gauge galvanized steel and a flame spread of 0 and smoke developed of 5 when applied to inorganic reinforced cement board, both at a coverage of 80 square feet per gallon.

5. Where duct fittings are constructed with standing seam or spot-welded techniques, all construction joints shall be sealed with UNI-WELD™ metal cement or equivalent, which is composed of neoprene rubber, resins, and inert reinforcing material dispersed in a petroleum distillate. Sealant shall be formulated to withstand temperatures from –20 degrees F to +225 degrees F. Sealant shall have a UL Classification marking with a flame spread of 0 and smoke developed of 0 when applied to 18-gauge galvanized steel and a flame spread of 0 and smoke developed of 0 when applied to inorganic reinforced cement board, tested as applied in two 1/8 inch beads 8 inches on center.

6. Where insulation is to be secured to metal surfaces, the adhesive used shall be Foster 85-60, Childers CP-127, UNI-TACK™ duct liner adhesive or equivalent, which are water-based, vinyl-acrylic copolymer adhesives formulated to withstand temperatures from –20 degrees Fahrenheit to +200 degrees Fahrenheit. Adhesive shall have a UL Classification marking with a flame spread of 0 and smoke developed of 0 when applied to 18-gauge galvanized steel and a flame spread of 0 and smoke developed of 0 when applied to inorganic reinforced cement board, both at a coverage of 267 square feet per gallon. Adhesive shall conform to ASTM C916, Type II.

B. Manufacturers: Duct Mate, United McGill, Semco, Elgen, Childers, Foster, or as approved equal.

PART 3 EXECUTION

3.1 DUCT INSTALLATION REQUIREMENTS

A. Coordinate ductwork with other work and install ducts at proper elevations and locations

to maintain indicated ceiling heights and clearances. Provide all elbows, transitions, offsets, connections, and other fittings necessary to fit the work into place or to connect to equipment or diffusers. Method of duct support connection to structure and slabs shall be approved by Structural Engineer, and Shop Drawings shall be submitted.

B. Substantially support ductwork with structural shapes, flat bars, or formed strap hangers securely attached to the building structure by means of bolts, clamps, or inserts. Support vertical ducts by angles attached to the duct and resting on the floor or supported by brackets or hangers attached to the building structure. Strap hangers shall be 16-gauge minimum galvanized steel formed under the bottom edge of duct. Use square ¼ inch thick washers tight against the bend on upper strap attachments to horizontal surfaces. Place all supports external to the ductwork and out of the air stream. Provide additional supports at coils and other concentrated loads. Arrange supports so that duct weight is not transmitted to ceilings, fans or other equipment.

C. Prevent direct contact between ductwork and building surfaces or other equipment. Where ducts pass through walls, partitions, floors, ceilings, or roofs, pack and seal the space around the duct with an approved fire-safe inert material. Provide flanged duct escutcheons at all exposed ducts that pass through walls, partitions, floors, and ceilings.

D. Use galvanized (compatible) corrosion-resistant hangers, supports, brackets, and hardware.

E. Furnish and install NFPA-approved duct connections where shown and at all connections to fans, similar rotating equipment. Use glass-reinforced neoprene fabric, roll-formed to sheet metal strips or flanges. Support adjacent ductwork to provide sufficient slack in the connection.

F. See NFPA 90A, and latest publication of SMACNA. Prevent direct contact between ductwork and building surfaces or other equipment. The opening in the construction around the duct shall not exceed one-inch average clearance on all sides. Where ducts pass through walls, partitions, floors, ceilings, or roofs, pack and seal the space around the duct with an approved fire-safe inert material capable of preventing the passage of flame and hot gases sufficiently to ignite cotton waste when subjected to the same NFPA 251 Time-Temperature Conditions required for fire barrier penetration. All exposed duct penetrations shall be finished with a sheet metal field erected flange escutcheon to form a neat appearance.

G. Coordinate duct installation with the requirements of Division 23 Section, “Vibration Controls for HVAC, Plumbing & Fire Protection Equipment”.

H. Install in accordance with manufacturer’s instructions.

I. Install and seal ducts in accordance with SMACNA *HVAC Duct Construction Standards - Metal and Flexible.*

J. <u>Duct Sizes are inside clear dimensions</u>. For lined ducts, maintain sizes inside lining.

K. Provide openings in ductwork where required to accommodate thermometers and controllers. Provide pitot tube openings where required for testing of systems, complete with metal can with spring device or screw to ensure against air leakage. Where openings

are provided in insulated ductwork, install insulation material inside a metal ring.

L. Locate ducts with sufficient space around equipment to allow normal operating and maintenance activities.

M. Use crimp joints, with or without bead, for joining round duct sizes eight (8) inches and smaller with crimp in direction of air flow.

N. Use double nuts and lock washers on threaded rod supports.

O. During construction, provide temporary closures of metal or taped polyethylene on open ductwork to prevent construction dust from entering ductwork systems.

3.2 ACCESSORY INSTALLATION REQUIREMENTS

A. Install accessories in accordance with manufacturer's instruction, NFPA 90A, and SMACNA HVAC Duct Construction Standards - Metal and Flexible.

B. Provide duct access doors for inspection and cleaning before and after filters, fans, automatic dampers, duct-mounted equipment and elsewhere as indicated.

C. Provide duct test holes where required for testing and balancing purposes. Review locations with Test and Balance Engineer prior to installation.

D. Provide flexible connections immediately adjacent to equipment in ducts associated with fans and motorized equipment and supported by vibration isolators. Refer to Division 23 Section, "Vibration Control for HVAC and Plumbing Systems".

E. Provide balancing dampers at points on supply, return, and exhaust systems where branches are taken from larger ducts as required for air balancing. Install minimum duct widths from duct take-off.

F. Install duct accessories according to applicable details shown in SMACNA's *HVAC Duct Construction Standards--Metal and Flexible* for metal ducts.

G. Install volume dampers in lined duct; avoid damage to and erosion of duct liner.

H. Provide test holes at fan inlet and outlet and elsewhere as indicated.

3.3 DUCT LINING INSTALLATION REQUIREMENTS

A. All portions of duct designated to receive duct liner shall be completely covered with duct liner. Transverse joints shall be neatly butted and there shall be no interruptions or gaps. The black pigmented or mat faced surface of the duct liner shall face the airstream.

B. Duct liner shall be adhered to the sheet metal. with 90 percent coverage of adhesive complying with requirements of ASTM C916. All exposed leading edges and transverse joints shall be factory coated or coated with adhesive during fabrication. Install perforated galvanized inner liner where indicated

C. Duct liner shall be additionally secured with mechanical fasteners, either weld-secured

or impact-driven, which shall compress the duct liner sufficiently to hold it firmly in place. Adhesive bonded pins are not permitted due to long term adhesive aging characteristics. Spacing of mechanical fasteners with respect to duct liner interior width shall be in accordance with SMACNA HVAC DGS. Maximum spacing for mechanical fasteners shall be as follows:

Velocity = 0 to 2,500 feet per minute (0 to 12.8m/s):

From transverse end of liner	3: (75mm)
Across width of duct	12 inches (300 mm) O.C.
From corners of duct	4 inches (100mm)
Along length of duct	18 inches (450mm) O.C.

Velocity = 2,501 to 5,000 feet per minute (12.8 to 25.4 m/s):

From transverse end of liner	3 inches (75m)
Across width of duct	6 inches (150mm) O.C.
From corners of duct	4 inches (100mm)
Along length of duct	16 inches (400mm) O.C.

D. When air velocities exceed 4,000 fpm (20.3m/s), galvanized sheet metal nosing shall be applied to all leading edges of duct liner.

E. Acoustical Duct Liner shall be cut to assure overlapping and compressed longitudinal corner joints.

F. Upon completion of installation of duct liner and before operation is to commence, visually inspect the system and verify that the duct liner insulation has been correctly installed.

G. Open all system dampers and turn on fans to blow all scraps and other loose pieces of material out of the duct system. Allow for a means of removal of such material.

H. Check the duct system to ensure that there are no air leaks through joints.

3.4 BOILER DRAFT DAMPER INSTALLATION REQUIREMENTS

A. Install in accordance with manufacturer’s instructions.

B. Install in accordance with NFPA 54 (ANSI Z223.1) and NFPA 31.

C. Install breechings with minimum of joints. Align accurately at connections, with internal surfaces smooth.

D. Support breechings from building structure, rigidly with suitable ties, braces, hangers, and anchors to hold to shape and prevent buckling. Support vertical breechings, chimneys, and stacks at 12 foot (4 m) spacing, to adjacent structural surfaces, or at floor penetrations. Refer to SMACNA HVAC Duct Construction Standards - Metal and Flexible for equivalent duct support configuration and size.

E. Coordinate installation of dampers.

F. Install vent dampers, locating close to draft hood collar, and secure to breeching.

G. Assemble and install stack sections in accordance with NFPA 82, Industry practices, and in compliance with UL listing. Join sections with acid-resistant joint cement to ASTM C105. Connect base section to foundation using anchor lugs.

H. Level and plumb chimney and stacks.

I. Clean breechings, chimneys, and stacks during installation, removing dust and debris.

J. At appliances, provide slip joints permitting removal of appliances without removal or dismantling of breechings, breeching insulation, chimneys, or stacks.

K. Provide and install draft dampers as required by boiler manufacturer and breeching manufacturer.

3.5 DUCTWORK IDENTIFICATION

A. Degrease and clean surfaces to receive adhesive for identification materials.

B. All ductwork shall be identified with painted background marked with the name of the service with arrows to indicate flow direction. Color Code and System Identification shall comply with ANSI Standards.

C. Marking shall be plain block letters, stenciled on ductwork (above and below ceilings) and shall be located near each branch connection and at least every ten feet on straight runs of ductwork. Where ductwork is aligned adjacent to each other, markings shall be neatly lined up. All markings shall be located in such a manner as to be easily legible from the floor.

D. Identify ductwork with plastic nameplates or stenciled painting. Identify with air handling unit identification and area served.

E. Length of color field for ductwork shall be 32 inches. Lettering shall be minimum 3-1/2 inches high.

END OF SECTION

DIVISION 23
SECTION 235230
COMBINATION GAS AND OIL BURNER
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SECTION 235230 - COMBINATION GAS AND OIL BURNER

PART 1 GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section includes packaged, factory-fabricated and-assembled, gas & oil-fired, boiler burner, trim, controls, and accessories for existing Kewanee L3W-300-05 hot water fire tube boilers (typ of 2).

1.3 SUBMITTALS

A. Product Data: Include performance data, operating characteristics, furnished specialties, and accessories.

B. Shop Drawings: For boiler burners, boiler trim, and accessories. Include plans, elevations, sections, details, and attachments to other Work.

1. Wiring Diagrams: Detail power, signal, and control wiring.

C. Source quality-control test reports.

D. ASME "A" Stamp Certification and Report: Submit "A" stamp certificate of authorization, and document hydrostatic testing of piping external to boiler.

E. Startup service reports.

F. Operation and Maintenance Data: For boiler burners to include in operation, and maintenance manuals.

G. Warranties: Special warranties specified in this Section.

1.4 QUALITY ASSURANCE

A. Product Options: Drawings indicate size, profiles, and dimensional requirements of boiler burner and accessories and are based on the specific system indicated.

B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.

C. NFPA-85 compliant combustion control flame safeguard and auxiliary boiler control systems.

D. ASME Compliance: Fabricate and label water-tube boilers to comply with ASME Boiler and Pressure Vessel Code: Section VIII, Division 01.

E. ASHRAE/IESNA 90.1 Compliance: Boiler burners shall have minimum efficiency according to Table 7.8.

F. UL Compliance: Test boiler burners to comply with UL 726, "Oil-Fired Boiler Assemblies." Boiler burner package shall bear U.L. label.

G. Maximum Sound Level: 80 dBA measured three (3) feet in front of boiler.

1.5 COORDINATION

A. Coordinate size and location of boiler burner with existing boilers.

B. Existing boiler room exterior door opening is 36 inches wide and 6-feet 8-inches high. Furnish boiler burner with accessories broken down to allow passage through existing opening without removing door frame. Where required remove exterior louvers to allow passage of boiler burner into existing boiler room.

1.6 WARRANTY

A. Special Warranty: Manufacturer's standard form in which manufacturer agrees to repair or atmospheric gas burners, control panel, air compressor, combustion controls, and fuel oil pump for boiler burners that fail in materials or workmanship within specified warranty period.

B. Warranty Period for controls/cabinets, and Oil Fired Burner: Five years from date of Substantial Completion, pro rata.

PART 2 PRODUCTS

2.1 MANUFACTURERS

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

1. W. N. Best Equipment Company a Division of Preferred Utilities Manufacturing Corporation.

2. Cleaver-Brooks; Div. of Aqua-Chem, Inc.

3. Power Flame

4. Superior

2.2 COMBINATION GAS & OIL BURNER

A. General

1. Supply a fully integrated Combustion System including Burner, Piping Train components, Combustion Control, Burner Management, and Auxiliary Boiler Control systems including the applicable transmitters, flow sensing devices, control drives and/or control valves and control actuators. The proposed Combustion System must include a "state-of-the-art" Predictive Parallel Positioning Combustion Control System with low Excess O2 and FD Fan VSD Trim Control including Low Fire Fuel Changeover, Automatic Atomizer Post Purge and Redundant Scanning features. The Combustion System must deliver high Boiler efficiency while maintaining low emissions and operating costs. The Burner design shall include the requirements for repeatable and optimum fuel and air flow control. The Combustion System shall be designed to fire natural gas or #2 Fuel Oil and provide sufficient heat input for the maximum hot water heating capacity as scheduled on the contract drawings.

2. The existing hot water boilers, typical of 2, located in boiler room shall remain and be re-used under this project. Additional sections, piping, controls, boiler burners, safety devices, trim, gauges, valve, flues, jacket carton, fittings, low water cut-offs, blowdowns, drains, insulation, dampers, and all other items hereinafter shall be replaced as hereinafter specified and/or detailed on the Contract Drawings.

3. The new boiler burners shall be adaptable to the existing boilers front plate and front plate insulation. Provide and install new burner mounting plates and new insulation as required to fit new burners. All equipment shall be provided and installed for a complete operating system.

B. Low Emissions Design

1. The burner shall also be designed to minimize NOx and CO emissions such that the NOx and CO stated in the Guarantee Section will not be exceeded. If Flue Gas Recirculation (FGR) is required to meet the specified performance, the vendor shall specify the type of FGR system (forced or induced) to be provided and the quantity of FGR to be used (percentage referenced to Combustion Air flow).

C. Energy Efficient Design

1. Proposals will be evaluated based on both capital cost and calculated operating cost over three (3) years. Operating costs shall include electrical energy and fuel consumption figures. A table presenting guaranteed excess air levels, FGR flow percentages (when required) and FD Fan and FGR Fan amperage draw at minimum, 25%, 50, 75 and 100% firing rate must be provided. For Air atomization cases, the equivalent electrical energy consumption associated with Oil Atomization must be presented.

D. Quality Assurance

1. Acceptable Suppliers

a. The combustion system including…Burner, Combustion Control System (CCS), Burner Management System (BMS), Transmitters, Control

Valves, Control Drives and Control Actuators shall be furnished by a single manufacturer who is regularly engaged in boiler control projects. The same manufacturer shall design the system and provide start-up and training services.

b. The Combustion System manufacturer must accept sole source responsibility for design, manufacture and start-up. The fired equipment CCS and BMS shall be manufactured and supported in the United States and shall be UL Recognized and NFPA 85 compliant.

2. Manufacturer qualifications

a. Manufacturer must be an established burner supplier with similar burner projects as evidenced by an installation list (to be submitted)
b. Manufacturer must be an established control systems supplier with similar controls projects as evidenced by an installation list (to be submitted)
c. Manufacturer shall have a minimum of (5) combustion control engineers
d. Manufacturer must have a minimum of (5) service engineers trained in Burners, Boilers and Controls.
e. Manufacturer shall have fully operational CAD capability, including the ability to create drawings in AutoCAD 2009 format if required.

3. Control System Supplier Certification

a. The control cabinet(s) and all the instrumentation shall be supplied by one Original Equipment Manufacturer. The only control equipment that will be acceptable shall be provided by an Original Equipment Manufacturer that has employees who manufacture, design, start up and service control systems of this nature throughout the United States. Proof of manufacturing and commissioning of systems of this magnitude and nature within the last five years must be supplied. The Boiler Control and Burner Management systems shall be manufactured in accordance with UL508A (CSA C22.2 #14 for use in Canada). Further the CCS and BMS must be UL Recognized (hardware per UL 372; software per UL 1998) and FM Approved. The assembled control cabinet as a whole must be inspected for proper wiring methods, fusing, etc., and must be labeled as conforming to UL508A. Inspection and labeling shall be supervised by UL, FM, ETL or other OSHA approved Nationally Recognized Test Lab (NRTL). These systems shall be given a full factory functional test prior to shipment. The manufacturer shall notify the engineer when testing is to take place in order that he/she and/or a representative of the owner may exercise their option to witness the testing. The system shall be designed to ensure the safe start-up, on-line operation and shutdown of fuel firing equipment. The system shall comply with NFPA 85. Per NFPA 85 “1.9.3.2.3 Requirement for Independence, separation requirements, flame safeguard functions shall be performed in a separate processor from that performing the combustion control and other boiler control functions”.

4. Combustion System Supplier

a. The complete system shall be supplied by the W.N. Best Equipment Company, a division of Preferred Utilities Manufacturing Corporation Cleaver Brooks, Power Flame, Superior, or approved equal.

5. Submittals

a. The following shall be provided:

1). Burner Arrangement Diagrams
2). Combustion System P&IDs
3). CCS and Auxiliary Boiler Control Configurations
4). BMS Functional Chart Diagrams
5). OIT Setup Instructions
6). Cabinet Outline Diagrams
7). Cabinet Internal Wiring Diagrams
8). Bills of Materials

6. Factory Testing

a. Prior to shipment, the manufacturer shall perform the following tests:

1). After fabrication, the Cabinet(s) shall be fully tested, and a copy of the test procedures shall be submitted to the engineer for review and approval. Electrical components shall be functionally tested with all instruments and controls. Settings of all instruments and controls shall be verified for conformance to these specifications. A certificate of factory testing, together with a copy of the wiring diagram shall be placed in the control cabinet prior to shipment. The UL 508 label shall be affixed to the inside of the cabinet.

2). The manufacturer shall notify the engineer when testing is to take place in order that he / she and/or a representative of the owner may exercise their option to witness the testing.

E. Guarantees

1. Requirements

a. The burner manufacturer shall guarantee, as a minimum, the performance parameters as outlined below, while the unit is being fired with either of the primary fuels at the specified operating conditions. If the vendor fails to meet any of the performance guarantees, the vendor, at his own expense, shall modify, adjust or replace all related components, until all guarantees are met.

2. Hot Water generating capacity:

a. The NOx emissions shall not exceed _35_ PPMC (“Dry” and corrected to 3% O_2) when firing Natural gas and shall not exceed _90_ PPM when firing (#2) Fuel Oil (with less than _.01_ % by weight Fuel Bound

Nitrogen content). If Flue Gas Recirculation (FGR) is required to meet the specified performance, the vendor shall specify the type of FGR system (forced or induced) to be provided and the quantity of FGR to be used (percentage referenced to Combustion Air flow).

b. The CO emissions shall not exceed 100PPM ("Dry" and corrected to 3% O_2) when firing either fuel.
c. The burner excess Oxygen level from 50% to 100% firing rate shall not exceed 1.0 - 1.5% when firing Natural Gas and 1.5 – 2.0% when firing Fuel Oil (Grades #2 thru #6).
d. The combustion air fan motor electrical consumption, at 40% firing rate, shall be reduced by at least 70% when operating in the Variable Speed Fan Mode.
e. The Burner turndown capability shall not be less than 10 to 1 when firing Natural Gas and not be less than 8 to 1 when firing air atomized #2 Fuel Oil.
f. The NOx and CO emissions shall not exceed their guaranteed values from minimum fire to 100% MCR operation.
g. The burner shall fire over the entire range with stable flame control and no flame impingement on side or rear heating surfaces.

3. Testing: Performance and efficiency tests shall be conducted immediately after completion of startup. The manufacturer shall have a representative in attendance at the time the test is conducted. Combustion test reports shall detail combustion performance at 10 points from and including the minimum and maximum firing rate. These reports shall be performed for each fuel burned. They shall include the following:

a. Flue Gas ("Dry") Oxygen Reading
b. Flue Gas Temperature
c. Fuel/ Air Damper position (Parallel Position)
d. Efficiency (ASME "By Losses" Method)
e. NOx (PPM & lb/MMBTU "Dry"/corrected to 3% O2)
f. CO (PPM & lb/ MMBTU "Dry"/corrected to 3% O2)
g. FD Fan Motor Hertz and amps
h. FGR Fan Motor Hertz and amps (for Forced FGR applications)

4. Site Conditions

a. Equipment Location (City, State): Newark, Delaware
b. Site Elevation above Sea Level: 100
c. Ambient Air Temperature, 0-105 deg. F
d. Electrical Supply (Voltage/Phase/Hertz), as scheduled.
e. Air Compressor Requirement, as scheduled.
f. Fuel Oil Booster Pump Requirement, as scheduled.
g. Controls: BMU Control Cabinet, as scheduled.

5. Boiler (or HTHW) Data

a. Boiler Capacity: HTHW Generator Heat Output, 12,554 MMBTUH
b. Max Boiler Operating Pressure, 100 PSIG
c. HTHW Generator Outlet Temperature, 180 deg. F

d. HTHW Generator Inlet Temperature, 160 deg. F
e. Boiler/HTHW Generator Efficiency 80% Fuel Oil 80% Natural Gas
f. Combustion Air Temperature, 105 deg. F
g. Furnace Pressure, 4.0 in. WC
h. Furnace Inside Dimensions (Length, Width & Height) 12'X26" Cylinder
i. Furnace Volume, ft^3
j. Furnace Heating Surface, 500 ft^2
k. Insurance Requirements (NFPA, IRI..): NFPA

6. Fuel Data:

a. Oil Fuel:

1). Fuel Oil Grade #2 Fuel Oil
2). Fuel Oil HHV, BTU/gallon 138,000
3). Regulated Fuel Oil Pressure Available: Flooded Loop
4). Fuel Oil Atomizing Approach…*Compressed Air*

b. Natural Gas Fuel:

1). Higher Heating Value, BTU/SCF 1000
2). Specific Gravity (typically 0.5543):
3). Regulated Gas Pressure Available: 5PSIG

7. Typical" Fuel Specifications Summary Table – Basis of Guarantees

Fuel Parameter	Value
# 2 Fuel Oil Ultimate Analysis - % by Weight	%
Carbon % by weight	87.3
Hydrogen % by weight	12.6
CO2 % by weight	0.04
O2 % by weight	0.00
CO2 % by weight	0.04
N2 % by weight	0.0150
Ash % by weight	0.0011
Sulfur % by weight	0.0500
Natural Gas Volumetric Analysis	
Higher Heating Value (BTU/SCF)	1,025
Specific Gravity	0.584
Wobbe Index (BTU/SCF)	1,342
Carbon Dioxide (Mole %)	1.05
Nitrogen (Mole %)	0.454
Methane (Mole %)	95.644
Ethane (Mole %)	2.476
Propane (Mole %)	0.25

I-butane (Mole %)	0.036
N-butane (Mole %)	0.044
I-pentane (Mole %)	0.015
N-pentane (Mole %)	0.01
C2+ (Mole %)	2.852
C4+ (Mole %)	0.127
C6+ (Mole %)	0.022
Natural Gas Ultimate Analysis - % by Weight	%
Carbon % by weight	73.40
Nitrogen % by weight	23.87
CO2 % by weight	0.75
O2 % by weight	1.98

F. Low NOx Burner Assembly

1. Burner:The Burner assembly shall be designed for low NOx emissions. The burner geometry shall be essentially fixed and contain no moving parts. Combustion air flow control shall be provided by a combination of a characterized type flow control damper and variable speed fan control. The Burner front plate shall be of sufficient size to accommodate openings for the Oil Atomizer Assembly, Igniter Assembly, two peepholes each with sight glass and two scanner mounts complete with cooling air provisions and scanner assembly. Burner performance shall be repeatable with optimum fuel/air ratio control over the Boiler's operating range. A UL Recognized, Parallel Position Combustion Control system with Oxygen trim and variable speed fan air flow control shall be used. Integral to the burner assembly shall be combustion air, fuel gas and flue gas recirculation (when required) flow measurement connections. Redundant Flame Scanning, Automatic Atomizer Post Purge and Low fire Fuel Changeover features at a minimum shall also be included.

2. Forced Draft Fan Assembly: The Forced Draft Air Fan Assembly shall be sized to deliver the correct flow of combustion air at a static pressure sufficient to overcome all of the system pressure drops when operating at the boiler's rated capacity with a minimum safety factor of 10% on volume and 21% on static pressure above design requirements based on an ambient temperature of 105° F. The Forced Draft Fan Assembly shall be complete with Motor, Inlet Vane Damper and Variable Speed Drive (VSD). The Motor shall be Premium Efficiency type and designed for inverter duty with a 10:1 turn down ratio. The VSD shall vary the Motor's rotational speed to allow fine-tuning to the specific requirements of the application and minimizing electrical power consumption at each operating load point.

3. Combustion Air Flow Balance: The Burner shall be designed to apply air balancing provisions to assure that the flow of Combustion Air through the Burner's air delivery cross-section is suitable for meeting the specified low excess air and low emissions performance goals.

4. Fuel Gas Assembly: The Gas Injection assembly shall be a low NOx cane or tube injector design suitably drilled for the quantity and pressure of gas required. The gas manifold will be complete with readily accessible inlet connection.

5. Oil Atomizer Assembly: The Oil Atomizer Assembly shall be a low NOx, compressed air atomized type, complete with all flexible hoses, manual valves, check valves and fittings to permit easy access, purge and removal for maintenance. All tools necessary to permit oil tip cleaning and replacement shall be supplied. One (1) spare sprayer plate assembly shall be provided. The Oil Atomizer Assembly shall include the oil atomizer with quick disconnect fitting (with integral ball check) and provisions to assure Atomizer self-alignment to the Burner's integral supporting Atomizer Guidepipe. In conjunction with the Combustion Safeguard System (i.e. BMS) all hardware and logic must be provided for "Automatic Atomizer Post Purge" *"Blowthru" with Igniter energized with air atomized type* upon Burner Shutdown. This feature is required to prevent fuel oil from draining out of the Atomizer with the potential for subsequent post combustion in the furnace.

6. Igniter: The igniter shall be of the gas-electric type and be capable of providing sufficient ignition heat input using either natural gas or propane. It shall be furnished complete with flexible steel, braided gas hose, and braided flexible electrical harness assembly connecting the igniter spark plug to the ignition transformer. The igniter shall use combustion air from the burner forced draft fan and not require an independent source of cooling or combustion air.

7. Flue Gas Recirculation (FGR) System (If Required): If flue gas recirculation (FGR) is required to meet the specified performance, the vendor shall specify the amount and type of FGR (forced or induced) in their offering. The FGR system shall be integrated into the burner management and combustion control system to assure a safe and reliable system. When a forced FGR system is used, it shall include a variable speed FGR Fan, VSD, and FGR Safety Shutoff Valve with actuator and proof of closure limit switch.

2.3 BURNER PIPING TRAINS

A. General

1. The Fuel Oil, Atomizing Media, Ignition, and Main Gas piping trains shall be factory assembled and painted, wired and tested upon completion of assembly. These trains shall include piping train mounted limit devices, and all necessary fittings. These trains must fully comply with NFPA 85 and shall be designed for de-energize to trip operation.

B. Igniter Gas Piping Train

1. The Igniter Gas Piping Train shall be designed for a maximum gas supply pressure of 5 PSIG at the piping train inlet. This piping train shall include:

   a. One (1) "Y" type strainer
   b. One (1) Pilot gas pressure regulator
   c. Two (2) Automatic Solenoid Safety Shut-Off Valves

d. One (1) Automatic Solenoid Vent Valve
e. One (1) Pilot gas pressure gauge & shut-off valve
f. Two (2) Manual shut-off valves
g. One (1) Flexible hose

C. Fuel Gas Piping Train

1. The Main Fuel Gas Piping Train shall be designed for a maximum regulated (Regulator existing or by others) gas supply pressure of 5 PSIG at the piping train inlet. This piping train shall include:

a. Two (2) Burner pressure gauges with shut-off valves
b. One (1) Lot Leak test cocks (as required)
c. One (1) Low fuel gas pressure switch
d. One (1) High fuel gas pressure switch
e. Two (2) Automatic Safety Shut-Off Valves w/POCS
f. One (1) Automatic Solenoid Vent Valve
g. Two (2) Manual shut-off valves
h. One (1) Fuel Gas Control Valve with Actuator and Low-fire position switch
i. One (1) Flexible hose

D. Fuel Oil Piping Train

1. The Fuel Oil Piping Train shall be designed for a maximum oil regulated (Regulator existing or by others) supply pressure of 100 PSIG at the piping train inlet. This piping train shall include:

a. One (1) "Y" type strainer
b. Two (2) pressure gauges with shut-off valves
c. One (1) Low oil pressure switch
d. One (1) High Oil Pressure Switch
e. One (1) Automatic Fuel Oil recirculation valve
f. Two (2) Automatic Safety Shut-Off w/POCS
g. One (1) Fuel Oil Flow Control Valve with Actuator…per specified BMS/CCS control system
h. *One (1) Fuel Oil Booster Pump, as scheduled.*
i. One (1) Fuel Oil Pressure PRV, as scheduled.
j. One (1) Fuel Oil Atomizer Air Compressor (as scheduled).
k. One (1) Automatic Atomizer Blowthru Solenoid Valve & Flow Restrictor
l. Two (2) Manual shut-off valves
m. One (1) Flexible hose

E. Atomizing Media Piping Train

1. The Atomizing Air piping system shall be designed for use with compressed air at 100 PSIG. This piping train shall include:

a. One (1) "Y" type strainer:
b. Two (2) pressure gauges with shut-off valves
c. One (1) Atomizing Steam Safety Shut-Off Valve
d. One (1) Pressure Control Valve

e. One (1) Low Atomizing Steam Pressure Switch
f. One (1) Low Atomizing Steam Flow Switch
g. One (1) Atomizing Media at Burner Pressure (or Steam/Oil Differential Pressure Transmitter) with calibration manifold and siphon
h. Two (2) Manual shut-off valves
i. One (1) Flexible hose

2.4 COMBUSTION CONTROL, BURNER MANAGEMENT & AUXILIARY CONTROL SYSTEM

A. A UL Recognized, FM Approved and NFPA 85 compliant CCS and BMS Control System must be provided. The Combustion Control strategy must be Parallel Positioning with Excess O2 and FD Fan VSD Trim Control. Atomizing Air Pressure control must be provided as well as either Forced or Induced FGR Flow control (if FGR is required to meet the specified emissions guarantees). The BMS must be designed for either Natural Gas or Fuel Oil firing with Low-fire Fuel Changeover, Redundant Scanning and Automatic Atomizer Post Purge… Atomizer "Blowthru" with Igniter energized for Air Atomized Burners. As required the system shall provide continuous process control of HTHW Generator water flow and temperatures. The system BMS and CCS shall be fully integrated to assure fully automatic, safe and reliable startup and shutdown.

B. To assure system integrity, a pre-wired and factory-tested, microprocessor-based, multiple control loop combustion system shall be provided to implement boiler control functions. If packaged in an enclosure, the system shall be manufactured and tested according to UL 508 requirements. The system must meet NFPA 85 paragraph 1.9.3.2.3 separation requirements…"flame safeguard functions shall be performed in a separate processor from that performing the combustion control and other boiler control functions".

C. Parallel Positioning Combustion Control - A Parallel Position combustion control system with oxygen compensation and FD Fan VSD control shall be provided for each boiler. Fuel flow, air flow and draft servo position and additional actuators required, up to eight servos will be continuously monitored and held "on curve" during boiler load changes. For ease of setup and faster response to load changes, the parallel position combustion control logic shall contain only one PID loop. As required the system shall provide continuous monitoring and control of water temperature, and water flow. The system shall be fully integrated to the burner management system to provide fully automatic, safe and reliable startup and shutdown.

D. Controller equipment requirements:

1. Controller shall be designed for sub-plate mounting inside a control enclosure. Wiring connections are to be made by plug-in terminal blocks for ease of wiring.

2. Optional Modbus/Ethernet/web-based remote monitoring shall be provided.

3. Parameter Selectable configuration with a minimum of 33 basic setup parameters

4. A minimum of 6 Actuator outputs shall be available

5. A minimum number of 6 F(x) curves shall be provided

6. The minimum number of points per F(x) curve shall be 15

7. Controller shall be commissioned by parameter set-up. No ladder logic, function block or block-ware programming shall be required.

8. To regulate access to the system parameters, the controller shall maintain separate password levels for operators, technicians, and engineers. To prevent unsafe operation, system parameters that affect boiler operation shall only be permitted to be changed when the Flame Safeguard is in Shutdown or Lockout mode.

9. In the event of AC power loss, the controller shall allow the user to select whether the boiler restarts or goes into lockout when power is restored.

E. Touch Screen Operator Interface Terminal / Control

1. Provide a ten (10) inch Operator Interface Terminal (OIT) designed to provide local operation, graphic display of information, alarm message display, historical and real time trending, remote controller tuning, x/y plots of fuel-air curve data for intuitive commissioning, Ethernet connectivity, and standard internet browser remote communication. The OIT shall be networked to the fired equipment control and flame safeguard systems. The system shall be an industrially hardened OIT. Development software shall be standard IBM PC compatible to simplify future expansion, replacement and service requirements. The terminal shall be web-enabled and allow remote monitoring via a standard internet browser and must support Modbus TCP/IP Master, TCP/IP Slave, RS-485 Modbus Master, Allen Bradley DF1 Master and OPC communications.

2. OIT Hardware features:

   a. The OIT display shall measure 10.4 inches and utilize Thin Film Transistor (TFT) with 256 Colors and 640 x 480 pixel LCD resolution.
   b. The OIT shall be suitable for panel sub-plate mounting. The OIT operating front face plate shall be rated NEMA 4X/IP66, (for indoor use only) and shall have an aluminum construction. Plastic type cases shall not be acceptable.
   c. The OIT should have a minimum of seven (7) pushbuttons for moving to different pages with a Menu button to allow display of pushbutton function.

3. Ethernet communication

   a. 10 BASE-T /100 BASE-TX, RJ45 jack connection with Protocols; web enabled, Modbus TCP/IP Master, TCP/IP Slave, Encapsulated Modbus Master, Allen Bradley DF1 Master, OPC

4. RS422 / 485 communication

   a. (2) ports with up to 115,200 baud, RJ45 jack connection, Protocols; Modbus Universal Master, ASCII Slave, RTU Monitor, RTU Slave, Danfoss VLT 6000, Allen Bradley DF1 Master, DH485 Master, Siemens S7 via MPI Adapter, S7 via PPI, Simovert via USS, TI-500 Series

5. RS232 communication

a. (2) ports with up to up to 115,200 baud. RJ12 jack connection, Protocols; Modbus Universal Master, ASCII Slave, RTU Monitor, RTU Slave, Danfoss VLT 6000.

6. USB Port for Programming, Type B connection

a. Field replaceable backlight, real-time clock, battery-backed clock time stamps critical data, 8 MB on-board flash application memory, 512 MB memory card, application expanded memory card for historical, alarm & event storage, resistive analog touch screen with free formable to fit target shape

7. OIT Software features:

a. Operator interaction shall be touch screen-based to allow for easy selection of screens, manual / automatic status changes, start/stop functions, setpoint changes, output changes and PID tuning parameters without any special programming skills. Screen selection shall also be available through tactile feedback function keys.

b. The OIT shall provide facsimiles of the local controllers and clearly labeled English language and engineering unit display of the control parameters.

c. The OIT must have x/y plotting capability. When the OIT is used in conjunction with fired equipment fuel/air ratio control, provide automated fuel/air ratio curve and oxygen trim setpoint curve adjustment for rapid, error-free burner setup. Curve data shall be graphically displayed for easy review. Only a single operator action shall be required to store commissioning data into multiple characterizer curves for a particular load point.

8. Touch screen program must include a minimum of 75 total graphic pages. Information shall be displayed on the HMI as part of an easy to understand pictorial representation of the process. At a minimum, an individual boiler overview and individual control loop overview shall be provided. As an example, a typical hot water generator would display (when available): pressure, flow for each boiler, temperature, drum water levels for each boiler, flame failure, combustion air temperature, flue gas temperature, flue gas recirculation damper position, outlet damper position, controller faceplate grouping for each boiler, trend screens for each group of controlled process variables as they pertain to each controller in the system. Each pen shall be user selectable as to “on/off” and scaling. All values shall be displayed in engineering units adjacent to the pictorial point of measurement.

9. Each controller in the system shall be capable of remote tuning of gain, reset, rate and other important parameters via the OIT. When each controller is placed in the remote tuning mode, a real time trend chart of controller inputs shall be displayed on the OIT to aid the technician in setting the proper parameter values. This function shall be password protected for security. Where applicable, alarm status shall be displayed on the OIT generated process pictorials. In addition, all alarms shall be logged in an alarm and event log. The alarm log shall indicate the time at which the alarm occurred, the time at which the alarm was acknowledged and the time at which the value returned to normal status. In addition to alarm conditions, this log shall also document status changes such as a transfer from automatic to manual, a setpoint

change, etc. so that the resultant collection of alarms and events is a true and complete log of plant operating conditions.

10. The OIT shall include historical and real-time trend displays. This display shall include up to sixteen (16) traces per chart. Arrow keys shall be provided to change the chart span from 30 seconds, 1 minute, 2 minutes, 3 minutes, 4 minutes, etc, on up to 1 hour. Provide a chart cursor to allow the user to display the value of each trace at a selected point on the trend. The OIT shall display the trace values at the point the cursor intersects the traces. The cursor shall be positioned backward or forward in time using arrow keys. Real time data shall be displayed when a trend is first displayed.

11. The OIT shall automatically create a historical data file each hour. Each file shall be accessible over an Ethernet connection using a standard internet browser. The files shall be Microsoft Excel® compatible. As an example, for a steam generator application a data file could include (when available); steam pressure, steam flow, and feedwater flow.

12. The OIT shall have dedicated communications between the OIT and the Burner Management System so as to allow all alarms to be graphically represented and summarized. The OIT must be capable of displaying and recording the following statistics: burner limits, individual lockouts, burner operational hours, total burner cycles, burner status, last six lockouts, total lockouts, and flame signal strength.

13. The OIT shall provide graphic pages allowing step-by-step commissioning of the controller parameters using English language prompts and selections.

14. The OIT shall be manufactured in accordance with UL50, IEC 1010-1 and EN 61010-1: Safety requirements for electrical equipment for measurement, control, and laboratory use, Part 1. The Operator Interface Terminal shall be a Preferred Instruments, Danbury, CT, Model BWG-OIT 10-1333 with part number 90283 expanded memory card and 90284 additional communication card or approved equal.

F. Power Distribution Cabinet

1. Provide power distribution cabinet for all burner motors, drives, and starters. Cabinet shall be NEMA-12. Power distribution cabinet shall be separate from burner management and combustion controller.

2. Cabinet shall be pre-wired for single point power connection.

3. Cabinet shall include all specified drives, disconnects or starters for the following items:

   a. Burner Forced Draft Fan (VFD)

   b. Burner Air Atomizing Air Compressor

   c. Fuel Oil Booster Pump

G. Burner Management System (BMS)

1. Integral with the combustion system controller shall be a Burner Management System (BMS)/ Flame Safeguard System (FSG). The system shall be designed to ensure the safe start-up, on-line operation and shutdown of fuel firing equipment. Burner management system components shall be located in the combustion control cabinet and shall be fully integrated for automatic sequencing of light-off and shutdown.

2. An industrial duty microprocessor-based BMS shall monitor safety interlocks, Actuator position, and flame status. The controller shall sequence the Burner through purge, light-off, run, shutdown, and post-purge. The BMS shall be capable of firing up to three fuels. Fuel selection must be determined by hard-wired contact or Modbus link according to user configuration. Additional BMS functions shall include as a minimum:

3. All recycle and shutdown interlocks will be wired to separate, parallel 120 VAC inputs. Analog sensors for gas or oil pressure shall not be required.

4. The controller shall supply both 120 VAC and 24 VDC power for flame scanner(s). To prevent nuisance trips, dual flame scanners shall be wired into separate digital inputs. Analog (flame signal quality) inputs shall be used for flame strength indication only.

5. To minimize thermal stress to fired equipment “assured low fire cutout" shall be provided to drive the burner firing rate to low fire before shutting down the burner.

6. Because dry boiler operation is a leading cause of boiler explosions and meltdown, flue gas temperature shall be input to the controller and monitored to alarm or trip the burner in the event the boiler is dry-fired and the low water cutouts malfunction.

7. Adjustable time delays (up to four seconds) shall be provided for the low fuel pressure, low atomizing flow, and low draft cutout interlocks to reduce nuisance shutdowns due to transient conditions.

8. The controller shall accommodate automatic gas valve leak detection when required by the user.

9. To prevent unsafe purging of oil guns, oil gun purge logic shall be provided to enable the safe Air Atomization “Blowthru” of any resident oil in the atomizer into the furnace, with pilot energized.

10. A minimum of five user-configurable auxiliary relays shall be provided for alarm, or to start auxiliary fans, Air Compressor, oil pumps, etc.

11. Based on inputs from the in-situ oxygen analyzer, the controller will alarm and/or shut down the burner when a user-configurable low stack oxygen set point is reached.

12. To allow easy controller trouble-shooting, individual annunciation shall be provided for up to nine recycle limits and thirty-three non-recycle (shutdown) limits.

13. The controller shall provide time/date stamp of individual servo positions, status of each digital input, and the status of all controlled functions for up to the last ten boiler shutdowns.

14. BMS shall include Modbus RS-485 communications. A common dry alarm contact output shall be supplied for the Building Management System for any fault or alarm condition related to the Burner Management System.

15. To ensure a safe and reliable system, flame safeguard logic and associated software shall be recognized by Underwriters Laboratories (UL 372 hardware and UL 1998 software).

H. Combustion Control System (CCS)

1. The combustion control system shall position up to eight independent Actuators for Fuel, Atomizing Media Combustion Air, FGR and/or Draft Dampers, as required by the application. In addition up to five separate 4-20 mA analog outputs shall be provided for Stack Damper, VSD operation (Oil Pump and/or FD , ID or FGR Fans).

2. PID combustion controls shall be designed to safely maintain the Boiler Hot Water Temperature setpoint at the operator-selected value. A Parallel Positioning Combustion Control strategy with Excess Oxygen and FD VFD Trim control shall be used. Demand from the Boiler Master shall serve as a demand for both Fuel and Air control devices with Fuel-Air Ratio (including O2) Trim. To ensure a safe and reliable system, software regulating fuel-air ratio shall be recognized by Underwriters Laboratories.

3. One Actuator shall be applied to each Fuel Flow Control Valve(s) while a separate Actuator(s) shall position the Air Control Damper(s). Each Actuator shall be equipped with an integral position retransmitter. Fuel-air ratio shall be established and adjusted by use of a “soft” function curve of Fuel Valve position vs. Air Damper Position.

4. The Atomizing Air Control Valve shall be positioned based on Atomizing Media (at Burner) Pressure or Differential Pressure Control as a function of Firing Rate. If Differential Pressure Control is implemented, the controller should allow for possible Fuel Oil/Atomizing Air Pressure “crossover”.

5. The Boiler Master shall utilize a water temperature feed-forward index to the drum temperature feedback for improved response. Fuel Valve and Air Damper shall be modulated in response to an external Plant Master demand signal or the Boiler Master output signal. A minimum of 15 points must be entered for each “setup” curve. The controller shall interpolate between curve points to ensure smooth operation during load changes.

6. The controller shall automatically detect a failed or malfunctioning Actuator. During Purge, all of the Actuators shall be driven to their minimum and maximum positions. If the feedback signal from any Actuator is out of range, the Burner will go into Lockout to prevent firing under dangerous conditions. Because of this test, which is conducted each time the Burner is started, Damper and Valve Position Proving Switches are not required.

7. An in-situ oxygen analyzer shall measure the oxygen concentration in the flue gas and trim the air/fuel ratio to follow the oxygen vs. load curve input during unit commissioning. Oxygen trim can be turned off when the firing rate drops below a user-defined firing rate. In addition, the controller shall provide a user-defined lag

time during which the oxygen trim function is nullified for a set amount of time after light-off to allow the burner to warm-up and stabilize.

8. Provide microprocessor-based flue gas recirculation (FGR) control (if required to meet emissions guarantees). FGR flow rate shall be controlled in response to boiler load for both Forced and Induced type FGR systems. The controller shall have a characterizeable setpoint curve for Damper or Variable Speed Fan output signal.

9. To ensure Burner operation is witnessed to be safe and within manufacturer's limits at all firing rates, the controller shall require the Burner to be run at each load point to verify and confirm combustion at that point is stable before the controller can be put in the automatic mode. This requirement shall apply whenever the adjustments are made to a curve point as well.

10. The controller shall include software-enabled high and low firing rate limits in the event the technician needs to limit the upper or lower end of the firing rate in automatic operation.

11. The fuel controller shall be configured to provide for control of the gas and/or oil control valve, depending on the fuel selected.

12. The control system shall allow changeover from Natural Gas to Fuel Oil (at Low-fire position) and vice versa when initiated by hard-wired input or Modbus connection.

13. "Off-curve" points shall be provided to allow the technician to determine the servo positions during standby, ignition, and purge modes.

14. To ensure the burner can continue to be run safely even with a failed FD fan VSD, the CCS shall contain independent variable and full speed fan setup curves for each fuel. In the event of a Variable Speed Drive (VSD) failure, the burner shall trip, the operator shall be able to transfer the VSD bypass transfer switch and restart the equipment.

15. All external or auxiliary power supplies necessary for electronic transmitters (or Valve or Damper final control elements) shall be included.

I. Enhanced Boiler Control Functions

1. Draft Control. Using an analog input from a Draft transmitter, the PID draft control loop shall position the boiler outlet damper to maintain consistent draft pressure at all boiler loads. An internal firing rate signal from the combustion control loop shall be used as a feed-forward to the draft control loop to better control draft during boiler load swings. A low draft (high stack pressure) alarm with adjustable time delay shall be provided to alert the operator of unexpected draft conditions. Abnormal burner shutdown (safety lock-out of flame safeguard control) shall cause the outlet damper to drive open where it shall remain until the flame safeguard system is reset.

2. Efficiency. A "Combustion Efficiency by Losses" computation based on Flue Gas Oxygen and Flue Gas Temperature can be displayed on the LCD. This is available for Oil and Gas only and not for Fuel 3 due to unknown fuel chemistry.

3. Warm Standby. To respond rapidly to a call for heat, the controller shall cycle the burner in response to an external Shell Temperature or Drum Temperature signal. Start and stop set points shall be user-defined. Controller shall include low fire hold, and cold start warm up ramping capabilities.

4. Low Fire Hold. To prevent thermal shock to the Boiler, the controller shall be capable of holding the burner at Low Fire after a cold boiler start. The Boiler shall be released to modulate after a user-defined time delay, or when the Boiler warm-up signal (Shell Temperature, Drum Temperature) set point is reached.

5. Cold Start Setpoint Ramp. When enabled, the Boiler will be warmed up using a user-defined set point ramp. Step increments and duration shall be selectable by the Boiler Operator.

6. Automated Boiler Water Column Blowdown. To ensure the Low Water Cutouts on the Boiler are working correctly, the controller shall sequence an automated water column blow-down test. The operator shall be able to select the time of day and duration of the Blowdown test. The controller shall monitor the low water cutouts and alarm or lockout the burner in response to a failed low water cutout test.

7. Gas Safety Shutoff Valve Leak Test To ensure the Natural Gas Safety Shutoff Valve integrity it must be possible to enable this test procedure via Parameter selection. A test can be performed on systems which include or do not include an Automatic Vent Valve.

J. Burner Management Field Equipment

1. The following BMS field equipment shall be provided:

   a. One (1) HTHW High Temperature Switch
   b. One (1) HTHW High High Temperature Switch
   c. One (1) Minimum Air Flow Switch
   d. One (1) Purge Air Flow Switch
   e. Two (2) Flame Scanners. Each flame scanner shall be equipped with independent “Flame Established” contacts as well as a 4-20 Madc output of Flame Signal Strength
   f. One (1) High Furnace pressure switch is required to protect the furnace from high furnace pressure (low furnace draft) when there is a flue gas control damper or induced draft fan installed.
   g. One (1) low flow cutout switch.

2. <u>Flue Gas Recirculation (FGR) Flow</u> (when flue gas recirculation is included) - Provide one (1) flue gas recirculation element for each boiler. The primary element shall be a Venturi element in the flue gas recirculation duct. As an alternative the flue gas recirculation duct to furnace differential pressure can be used as a basis for establishing FGR flow as long as the burner does not include devices in the gas stream, which move as a function of firing rate or type of fuel being burned.

3. Differential Pressure Transmitters

a. Each transmitter shall be of the “Smart” or “Intelligent” type with three (3) valve manifold, process fluid isolating diaphragms, NEMA 4 housing, local LCD indicator and provide a 4-20 mADC output.

b. Provide the following transmitters:

1). Flue Gas Recirculation Flow (when required)
2). Water Flow

4. Draft Range Transmitter Assembly

a. Provide a –1"wc to +1"wc, 4-20 mADC boiler draft range transmitter and an independent high pressure cut-out with 5 second time delay. Instruments shall be provided with a dust-tight, splash-proof enclosure. The high pressure setpoint shall be field adjustable from +0.15" W.C. to +4.0" w.c.. The high pressure switch shall be mounted and wired to a pilot light so as to illuminate when the switch activates and to a 5 second time delay relay so as to provide an isolated, 10 ampere contact for use in the Flame Safeguard Limit Circuit. The Draft Range Transmitter with time delayed high pressure cut-out shall be a Preferred Instruments, Danbury, CT Model JC-22XMTR-BWG-1333 or approved equal.

5. Draft Damper Assembly

a. Provide a factory assembled furnace outlet draft damper assembly for each boiler. Factory mount the draft damper actuator, draft transmitter and time delayed high pressure cut out. The draft damper shall be a dual opposed blade design, have 24" inside diameter (select from 12", 16", 20" or 24" diameter to match boiler or furnace outlet, consult factory for larger sizes), constructed of 10 gauge rolled steel. Non-opposed blade damper designs are not acceptable. The draft range transmitter and time delayed, high pressure (low draft) cut-out assembly shall be totally enclosed in a single dust-tight, splash-proof enclosure. A single draft connection shall be internally piped to a -1" W.C. to +1" W.C. 4-20 mADC transmitter and an independent low draft switch. The low draft switch setpoint shall be field adjustable from +0.15" W.C. to +4.0" W.C. The low draft switch shall be mounted and wired to a pilot light so as to illuminate when the low draft switch activates and to a 5 second time delay relay so as to provide an isolated “Low Draft Cut-Out,” 10 A contact for use in the Flame Safeguard Limit Circuit. The time delay feature helps avoid nuisance burner shutdowns due to momentary draft fluctuations. The actuator shall have adequate power to automatically position the damper and shall be suitable for control by the Draft Controller. The actuator shall be totally enclosed in a dust-tight housing, have integral, snap-action, travel limit and open proving switches, electrically isolated feedback potentiometer. A output shaft shall have an integral brake for precise positioning without backlash, rotate 90º in 30 seconds and be capable of being stopped, started, or instantly reversed without loss of power or overloading. The damper actuator and damper assembly shall be stroked at the factory to ensure proper alignment. “Shipped Loose” components will not be accepted. The draft damper assembly shall be a Preferred Instruments, Danbury CT, Model BWG-1333-XE-link Draft Damper or approved equal.

6. Actuators

a. Electric actuators shall be furnished. Actuators shall be all electric. Positioning accuracy shall be within 0.1 degrees for Actuators with 37 ft-lbs of torque or less and within 0.4 degrees for Actuators with higher than 37 ft-lbs of torque. Actuators shall provide the required torque, 90° rotation in 30 seconds, and shall "lock in the last position" when not driven, or when the control power fails. Provide a device for manually repositioning the output shaft in the event of a power or controller failure. All final control elements requiring levers and linkage shall be furnished with all necessary ball and socket joints, levers, arms, clevises, pins, etc. for both the drive and driven ends of the linkage. Electric actuators shall be supplied with either 4-20 mADC type input or TRIAC input and a position feedback potentiometer signal.

b. Provide actuators for the following dampers:

1). FGR Damper (if required)
2). Draft Damper (if required)

7. Control Valves

a. Control valves shall have electric actuators. Electric actuators shall be supplied with either a 4-20mAdc type input or TRIAC input and a position feedback potentiometer signal. Fuel Gas and Fuel Oil Control Valves shall be "Characterized Seat" Ball Valves and equipped with a Low-fire position switch (only if the specified BMS/CCS is not used). Atomizing Air control valve shall be of a tight shutoff "Characterized Seat" Ball Valve design with a steel body suitable for at least 300 PSIG Air.

b. Provide the following control valves:

1). Natural Gas Flow Control Valve
2). Fuel Oil Flow Control Valve
3). Atomizing Air Pressure Control Valve
4). FGR Flow Control/Safety Shutoff Valve (if required). Butterfly type is acceptable.

8. Flue Gas Oxygen Analyzer

a. Provide a breeching mounted in-situ, zirconium oxide Oxygen Analyzer. Extractive or "Wet Cell" type Oxygen analyzers are not acceptable. The probe shall be of a suitable length to sense the Oxygen level in the middle third of the breeching. All wetted parts shall be stainless steel. The Oxygen analyzer shall include continuous self-diagnostics with diagnostic codes for at least 10 common faults. The system shall automatically send the trim control to the 'null' position and trigger the alarm dry contacts in the event of an Oxygen analyzer fault. The detector shall be field replaceable without removing the probe from the stack and shall not require special tools. The analyzer shall automatically perform periodic detector cell impedance tests to be used by the operator as an indication of calibration shift. Analyzer

calibration shall be pushbutton semi-automatic (no trim pots) with English language prompts and diagnostic messages. Analyzer output shall be field selectable as 0-10% or 0-21% without field re-calibration.

9. Variable Speed Drive (VSD)

a. Provide a pulse width modulation (PWM) type VSD suitable for microprocessor-based digital control. The VSD shall accomplish stepless speed control by adjusting both the output voltage and frequency to the motor. The VSD shall utilize IGBT power semiconductor technology in the inverter section. VSDs must be UL listed. Provide a NEMA 12 enclosure for the VSD to protect it from dust and splashed water. VSD shall be designed for 104° F continuous ambient air temperature. The enclosure shall be completely self-ventilating with powered fans as required. A NEMA type 1 rated enclosure will not be accepted. The VSD shall automatically limit the rate of fan speed increase to that which will prevent an over current or over voltage trip in the event of a "STEP" speed increase of 0 to 100%. The VSD shall include a line reactor or DC Link Choke to reduce rectifier peak currents, and reduce total harmonic distortion (THD). In order to extend motor insulation life, the VSD shall limit peak voltages. The "dv/dt" shall be limited to 900V/microseconds on a 500-foot cable length between the VSD and motor. VSDs that do not include internal dv/dt limiting shall be provided with external filters.

2.5 BOILER LEAD/LAG OPERATIONAL CONTROLLER

1. Application

a. Supply a fully integrated boiler control system to coordinate the operation of two fully modulating hot water boilers in order to maintain the Hot Water Supply (HWS) temperature at setpoint. The control system shall be microprocessor-based and suitable for wall mounting.

2. Boiler Modulation

a. The control system shall incorporate a HWS header temperature PID control scheme. Boilers shall be modulated in "Unison" (all at the same firing rate). Modulation signals shall be 4-20 mADC(Boiler 2) or 0-135 ohm (Boiler 1) and shall be electrically isolated channel-channel and channel-ground.

3. Hot Water Supply (HWS) Temperature Setpoint

a. When the HWS Temperature control loop is in the "automatic" mode, the control system shall establish the HWS temperature setpoint based on the time of day, day of the week and the outside air temperature. When in "manual" mode the operator may set the HWS temperature via a front panel display. All temperatures and time/date data must be field adjustable through "fill-in-the-blanks" style displays. Alternately, the control system shall accept a 4-20 mADC outdoor air temperature reset setpoint signal from an external Building Automation System (BAS).

4. Boiler Sequence

   a. The control system shall utilize both HWS temperature and boiler firing rate percent to start and stop the boilers and shall minimize the total number of boilers in operation. The controller shall start and stop boilers when the HWS temperature is outside the adjustable temperature limit for longer than the adjustable time delay. In order to minimize header temperature deviations, the control system shall start and stop the next boiler when the "lead" boiler is at an adjustable firing rate limit for longer than the adjustable time delay. The control system shall monitor both boiler lockout and limit circuits to automatically skip over those boilers that are powered down for maintenance, tripped or otherwise will not start. The lead boiler shall either automatically rotate on a time of day, day of week (or month) schedule, or shall be manually selected by the operator. The boiler shall be run at low fire for warm-up for a preset low fire hold time. The base load ramp rate shall be field adjustable. The Control System shall reduce the firing rate to a minimum before stopping a boiler to prevent accumulation of fuel in the furnace.

5. Additional Control

   a. A Plant common 3-way control valve will be supplied to blend cold loop water with boiler water to prevent boiler temperature shock. Control shall be provided for blending a 4-20madc signal driven 3-way control valve based on loop temperature versus boiler drum temperature to introduce at a user defined rate cold loop water with blended warm boiler water. Once water temperature loop and boiler water temperature are within an acceptable user defined temperature range, control valve shall be open for full loop water flow through boiler. Refer to control system sequence of operation.

6. Operator Controls, Trends, Indications and Alarms

   a. The control system shall include a 16 line x 40 character (or greater) LCD display for boiler sequence control and status, alarm and event summaries, and setup menus for easy operation, tuning and troubleshooting. Alarms, events and operator actions shall be logged with Time/Date stamp and English language description. The control system shall include a minimum of 200 point memory. The control system shall include a minimum 100 x 150 pixel historical trending display or paperless chart recorder or other videographic hardware to permit the logging of at least 32 data points for at least 45 days. Provide a minimum of 4 "pens" per chart with 8 minute thru 24-hour chart "width" selections available.

7. Reliability

   a. Include hardwired backup stations to permit manual operation of the plant should the control system require service. Manual operation must be possible when the microprocessor is not functioning. Hardwired "Hand-Off-Auto" control switches must be wired directly into every boiler and pump Start/Stop circuit. Each 4-20 mADC or 0-135 ohm modulating control output must include a hardwired manual backup station with Auto/Manual switch, output

control knob and output level indicator (bargraph, analog meter or digital display).

8. Communication

a. The Control System shall have the ability of simultaneously communicating to a Data Acquisition System (DAS), Building Automation System (BAS) or Building Management System (BMS) via RS485 Modbus protocol and to a Personal Computer and an alphanumeric pager via standard telephone lines. The individual boiler limits, lockout, start/stop, warm standby, and firing rate status shall be readable. Header setpoint, plant firing rate, boiler quantity called to start, boiler selected as lead and all setup parameters shall be readable and writable.

9. Quality Assurance

a. The control system shall be manufactured and labeled in accordance with UL508 requirements (CSA C22.2 #14 for use in Canada). Inspection and labeling shall be supervised by UL or other OSHA approved Nationally Recognized Test Lab (NRTL). The control system shall be a Preferred Instruments, Danbury, CT, Model JC-CDHW-2-1P-1I-BWG-1333. (Chief Dispatcher)

2.6 FUEL OIL ATOMIZING AIR COMPRESSOR

A. Provide fuel atomizing air compressor of the size and capacity as scheduled on contract drawings.

B. Compressor shall be Model LE as manufactured by Atlas Copco or approved equal.

C. Compressor shall be oil lubricated reciprocating type.

D. Interlock with boiler burner and provide specified atomizing media piping train components.

E. Provide the following options/accessories:

1. Low oil level switch.
2. Heavy duty inlet filter.
3. Interstage drain (pipe to floor drain).

2.7 FUEL OIL BOOSTER PUMP

A. Furnish one (1) fuel oil booster pump for each boiler burner as manufactured by Tate Engineering, Inc., Hydronic Modules Corporation or approved equal. The fuel oil pump shall be capable of delivering capacities as shown on the drawings. Units shall be completely piped and wired to form a single packaged assembly requiring one fuel oil supply connection and one fuel oil discharge connection. A base plate assembly shall be provided with a drip rim on all sides. The fuel oil pump and accessories shall be as shown on the drawings and consist of the following components:

1. One (1) U.L.listed positive displacement rotary fuel oil pumps with one (1) adjustable pressure relief valves, suction and discharge gages, and four (4) isolation valves.

2. One (1) ODP premium efficiency pump motors.

3. OSHA approved coupling guards and couplings.

4. One (1) duplex basket suction strainer.

5. One (1) main control panel containing NEMA 1 combination magnetic motor starters and fused motor disconnect switches, operating switches, and automatic start-up of pump running lights, hand-off-auto switch for pump, and single point wiring connection. Interlock with boiler burner control panel.

6. One (1) discharge check valves.

7. The fuel pump shall be completely pre-piped, pre-wired, tested prior to shipment and painted with a high grade machinery grade enamel.

8. Provide the necessary interlock wiring, contacts, relays, transformers, etc. as required for interlock to the boilers, and control system. The contractor shall be responsible for a complete and automatic operation of the fuel oil systems.

B. All piping shall be in accordance with ANSI Code.

C. Pressure gauges (with shut-off cock) shall be provided on each side of the strainer, and the discharge of the pumps and also adjacent to all relief valves to aid in proper set point adjustment.

PART 3 EXECUTION

3.1 EXAMINATION

A. Before boiler burner installation, examine roughing-in for equipment bases, anchor-bolt sizes and locations, and piping and electrical connections to verify actual locations, sizes, and other conditions affecting boiler burner performance, maintenance, and operations.

1. Final boiler burner locations indicated on drawings are approximate. Determine exact locations before roughing-in for piping and electrical connections.

B. Examine mechanical spaces for suitable conditions where boiler burner will be installed. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 BOILER BURNER INSTALLATION

A. Install oil-fired boiler burners according to NFPA 31.

B. Assemble and install boiler burner trim.

C. Install electrical devices furnished with boiler but not specified to be factory mounted.

D. Install air compressor, fuel oil booster pump, and draft damper.

E. Clean inside of existing boiler prior to installation of new burners.

3.3 CONNECTIONS

A. Piping installation requirements are specified in other Division 23 Sections. Drawings indicate general arrangement of piping, fittings, and specialties.

B. Connect gas pilot valve train with dirt leg, union and shut-off valve.

C. Connect oil piping full size to burner inlet with shutoff valve and union.

D. Install piping adjacent to boiler to allow service and maintenance.

E. Ground equipment according to Division 26 Section, *Grounding and Bonding*.

F. Connect wiring according to Division 26 Section, *Conductors and Cables*. Interlock existing fuel oil pumps to boiler burners.

G. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B.

3.4 STARTUP SERVICE

A. The manufacturer shall furnish the services of a competent service engineer to supervise and assist in effecting boiler boil out, boiler/burner startup, adjustments, testing, and instruction of operating personnel.

B. Provide a minimum of five (5) days of factory service per boiler for the startup and adjustment of the Burner, Boiler Controls and Burner Management System. Provide a minimum of five (5) additional days (plant wide) of startup service for Final Tuning and Lead/Lag Operation. All unused field service time shall be credited to the facility for use during the first year of operation. Provide for three (3) training sessions of one (1) day each in the proper operation and maintenance of the equipment. Training sessions shall cover the operation, troubleshooting, maintenance and tuning of the loop controllers and associated equipment. Training materials and books shall be turned over to the Owner at the end of training.

C. Perform installation and startup checks according to manufacturer's written instructions.

D. Leak Test: Hydrostatic test. Repair leaks and retest until no leaks exist.

E. Operational Test: Start units to confirm proper motor rotation and unit operation. Adjust air-fuel ratio and combustion.

F. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

G. Burner Test: Adjust burner to eliminate excess oxygen, carbon dioxide, oxides of nitrogen, and carbon monoxide in flue gas and to achieve combustion efficiency.

H. Adjust initial temperature set points.

I. Set field-adjustable switches and circuit-breaker trip ranges as indicated.

J. Occupancy Adjustments: When requested within 12 months of date of Substantial Completion, provide on-site assistance in adjusting system to suit actual occupied conditions. Provide up to two visits to site outside normal occupancy hours for this purpose, without additional cost.

K. Prepare written report that documents testing procedures and results. Submit flue gas analysis report to Engineer for review.

3.5 DEMONSTRATION

A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain boiler burners and controls.

END OF SECTION

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SECTION 260500
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SECTION 260500 - COMMON WORK RESULTS FOR ELECTRICAL

PART 1 GENERAL

1.1 RELATED DOCUMENTS

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

1.2 ALTERNATES

A. Refer to Division 01 Section, “Alternates” for description of work under this Division affected by Alternates.

1.3 SUMMARY

A. Section Includes:

1. Electrical equipment coordination and installation.
2. Grout.
3. Common electrical installation requirements.

B. Provide all labor, materials, equipment, and services necessary for and incidental to the complete installation and operation of all electrical work.

C. Unless otherwise specified, all submissions shall be made to, and acceptances and approvals made by the Engineer.

D. Contract Drawings are generally diagrammatic and all offsets, fittings, transitions and accessories are not necessarily shown. Furnish and install all such items as may be required to fit the work to the conditions encountered. Arrange conduits, equipment, and other work generally as shown on the Contract Drawings, providing proper clearance and access. Where departures are proposed because of field conditions or other causes, prepare and submit detailed shop drawings for approval in accordance with Article “Submittals” specified below. The right is reserved to make reasonable changes in location of equipment, boxes, conduit/wiring, and devices, up to the time of rough-in or fabrication.

E. Conform to the requirements of all rules, regulations and codes of local, state and federal authorities having jurisdiction.

F. Coordinate the work under Division 26 with the work of all other construction trades.

G. Be responsible for all construction means, methods, techniques, procedures, and phasing sequences used in the work. Furnish all tools, equipment and materials necessary to properly perform the work in first class, substantial, and workmanlike manner, in accordance with the full intent and meaning of the Contract Documents.

H. Arrange conduit, wiring, equipment, and other work generally as shown, providing proper clearances and access. Carefully examine all Contract Drawings and fit the work in each location without substantial alteration. Where departures are proposed because of field conditions or other causes, prepare and submit detailed shop drawings for approval in

accordance with Article "Submittals" as hereinafter specified. The right is reserved to make reasonable changes in location of equipment, conduit and wiring up to the time of rough-in or fabrication.

1.4 PERMITS AND FEES

A. Obtain all permits and pay taxes, fees and other costs in connection with the work. File necessary plans, prepare documents, give proper notices and obtain necessary approvals. Deliver inspection and approval certificates to Owner prior to final acceptance of the work.

B. Permits and fees shall comply with Division 01 Section, *General Requirements*.

C. Notify Inspection Authorities to schedule inspections of work.

D. Notify Engineer in advance of scheduled inspections.

E. An electrical foreman, superintendent or other supervisor shall be in attendance for all scheduled inspections

1.5 EXAMINATION OF SITE

A. Examine the site, determine all conditions and circumstances under which the work must be done, and make all necessary allowances for same. No additional cost to the Owner will be permitted for Contractor's failure to do so.

B. Examine and verify specific conditions described in individual Specifications sections.

C. Verify that utility services are available, of the correct characteristics, and in the correct locations.

1.6 INTERPRETATION OF DOCUMENTS

A. Any discrepancies between Drawings, Specifications, Drawings and Specifications, or within Drawings and Specifications shall be promptly brought to the attention of the Owner during the bidding period. No allowance shall subsequently be made by reason of failure to have brought said discrepancies to the attention of the Owner during the bidding period or of any error on the Bidder's part.

B. The locations of products shown on Drawings are approximate. Place the devices to eliminate all interference with above-ceiling ducts, piping, etc. Where any doubt exists, the exact location shall be determined by the Owner.

C. All general trades and existing conditions shall be checked before installing any outlets, power wiring, etc.

D. Equipment sizes shown on the Drawings are estimated. Before installing any wire or conduit, obtain the exact equipment requirements and install wire, conduit, or other item of the correct size for the equipment actually installed. However, wire and conduit sizes shown on the Drawings shall be taken as a minimum and shall not be reduced without written approval from the Owner.

E. Where variances occur between the Drawings and Specifications or within either document itself, the item or arrangement of better quality, greater quality, or higher cost shall be included in the Contract Price. The Engineer will decide on the item and manner in which the work shall be installed.

F. Contract Drawings are generally diagrammatic and all offsets, fittings, transitions, and accessories are not necessarily shown. Furnish and install all such items as may be required to fit the work to the conditions encountered. Arrange conduits, equipment, and other work generally as shown on the Contract Drawings, providing proper clearance and access. Where departures are proposed because of field conditions or other causes, prepare and submit detailed Shop Drawings for approval in accordance with Article "Submittals" as herein after specified. The right is reserved to make reasonable changes in location of equipment, conduit/wiring, and devices, up to the time of rough-in or fabrication.

G. Work not specifically outlined, but reasonably incidental to the completion of the work, shall be included without additional compensation from the Engineer and Owner.

H. Perform the work in a first-class, substantial and workmanlike manner. Any materials installed which do not present an orderly and neat workmanlike appearance shall be removed and replaced when so directed by the Engineer, at the Contractor's expense.

I. The complete set of Mechanical, and Electrical Drawings and Specifications apply to this work. The successful Bidder shall familiarize himself with all other related documents.

1.7 MATERIALS AND EQUIPMENT

A. Materials and equipment installed as a permanent part of the project shall be new, unless otherwise indicated or specified, and of the specified type and quality. Existing items of equipment are being reconnected under another Division of these Specifications. The Contractor shall be responsible for connecting all utilities as shown on the Drawings, to equipment identified as existing.

B. Where material or equipment is identified by proprietary name, model number and/or manufacturer, furnish named item, or its equal, subject to approval by Engineer. Substituted items shall be equal or better in quality and performance and must be suitable for available space, required arrangement, and application. Submit all data necessary to determine suitability of substituted items, for approval.

C. The suitability of named item only has been verified. Where more than one item is named, only the first named item has been verified as suitable. Substituted items, including items other than first named shall be equal or better in quality and performance to that of specified items, and must be suitable for available space, required arrangement and application. Contractor, by providing other than the first named manufacturer, assumes responsibility for all necessary adjustments and modifications necessary for a satisfactory installation. Adjustments and modifications shall include but not be limited to electrical, structural, support, and architectural work.

D. Substitution will not be permitted for specified items of material or equipment where noted.

E. All items of equipment furnished shall have a service record of at least five (5) years.

1.8 ELECTRICAL WORK UNDER OTHER DIVISIONS

A. HVAC Equipment and Systems

1. In general, any electrically operated or controlled equipment furnished under HVAC divisions shall be supplied with control wiring, transformers, contacts, etc.

2. Division 26 shall provide power circuits to such equipment and a disconnecting means for each piece of equipment, as well as all electrical control equipment and wiring related thereto.

3. Certain mechanical units are furnished from the factory with motor starters, drives, contactors, transformers, fuses, wiring, etc., required for fans, pumps, etc. When this equipment is supplied from the factory, Division 26 shall coordinate with Division 23 such that only one set of starters, fuses, switches, etc. is provided.

4. In general, control and interlock equipment (including, but not limited to wiring, conduit, transformers, relays, contacts, etc.) for HVAC equipment and systems is furnished under Division 23. Division 26 shall install and connect all equipment as necessary.

5. HVAC equipment refers to, but is not limited to the following:

   a. ATC Panels
   b. Boilers
      1) Coordinate connection type (i.e. switch or cord-and-plug) with approved shop drawings.
      2) Coordinate emergency shut-down provisions (i.e. control circuit versus shunt-trip mechanism) with Division 22.
   c. Pumps
   d. Force Draft Fans
   e. Induced Draft Fans
   f. Combustion Air Fans
   g. Control Panel
   h. Air Compressors
   i. Fuel Oil Pumps
   j. VFD’s

1.9 FIRE SAFE MATERIALS

A. Unless otherwise indicated, materials and equipment shall conform to UL, NFPA and ASTM standards for fire safety with smoke and fire hazard rating not exceeding flame spread of 25 and smoke developed of 50.

1.10 REFERENCED STANDARDS, CODES AND SPECIFICATIONS

A. Specifications, Codes and Standards listed below are included as part of this Specification, latest edition:

1. ADA - Americans with Disabilities Act
2. ANSI - American National Standards Institute
3. ASTM - American Society for Testing and Materials

4. CSA - Canadian Standards Association
5. DNREC - Delaware Department of Natural Resources and Environmental Control
6. EPA - Environmental Protection Agency
7. FM - Factory Mutual
8. IBC - International Building Code
9. IEEE - Institute of Electrical and Electronics Engineers
10. NEC - National Electrical Code
11. NECA - National Electrical Contractors Association
12. NEMA - National Electrical Manufacturers Association
13. NFPA - National Fire Protection Association
14. OSHA - Occupational Safety and Health Act
15. UL - Underwriters' Laboratories

B. Electrical construction materials shall, where a listing is normal for the particular class of material, be listed in *Electrical Construction Materials List* of the Underwriters' Laboratories, Inc. (U.L.) and shall bear the listing label. Electrical equipment shall, where a listing is normal for the particular class of equipment, be listed in the *Electrical Appliance and Utilization Equipment List* of the Underwriters' Laboratories, Inc. (U.L.) and shall bear the listing label. Materials and equipment listed and labeled as "approved for the purpose" by other nationally recognized testing laboratory, inspection agency or approved organization (such as E.T.L. or Factory Mutual) shall be acceptable.

1.11 SUBMITTALS

A. Product Data: For items specified in Part 2 of this Section.

1.12 SUBMITTALS, REVIEW AND ACCEPTANCE

A. Equipment, materials, installation, workmanship and arrangement of work are subject to review and acceptance. No substitution will be permitted after acceptance of equipment or materials except where such substitution is considered by the Engineer, to be in the best interest of the Owner.

B. Submittal List: Within 14 days of the Notice to Proceed, Contractor shall submit a list of proposed submittals arranged by CSI Division or referenced Specification Section.

C. Electronic Submittal Format and Content: An electronic shop drawing submittal shall be prepared as a PDF file and include as page 1 the Contractor’s stamp, followed by the submittal contents. Submittal form shall identify Project, Contractor, Subcontractor or Supplier, and pertinent Contract Document references.

D. Apply Contractor’s stamp, signed and initialed, certifying that review, verification of products required, field dimensions, and coordination of information is in accordance with the requirements of the Work and the Contract Documents.

E. Electronic Submittal File Naming: Contractor prepared shop drawings shall be named with reference to project number, specification section, submittal number, brief content description and abbreviated submittal type.

<u>Example</u>
HH-14-11_07200_01_roof insulation_PD.pdf

CA-25-11_Div 8-02R1_windows_SYST.pdf (Division 8 2nd submittal, 1st revision)

Submittal Type Abbreviations

CERT	Certification
INSTR	Installation Instructions
PD	Product Data
PDID	Product and Installation Data
QC	Qualification/Quality Assurance Data
SYST	System Package
	(All Section submittals are bound into one file sized 4 MB or less)
TD	Test Data
WAR	Warranty

F. Submittals shall consist of Specifications, data sheets, samples, capacity ratings, performance curves, operating characteristics, catalog cuts, dimensional drawings, wiring diagrams, installation instructions, and any other information necessary to indicate complete compliance with Contract Documents. Edit submittal data specifically for application to this project.

G. Thoroughly review and stamp all submittals to indicate compliance with contract requirements prior to submission. Coordinate installation requirements and any electrical requirements for equipment submitted. Contractor shall be responsible for correctness of all submittals.

H. Submittals will be reviewed for general compliance with design concept in accordance with Contract Documents, but dimensions, quantities, or other details will not be verified.

I. Identify submittals, indicating intended application, location and service of submitted items. Refer to Specification sections or paragraphs and Drawings where applicable. Clearly indicate exact type, model number, style, size and special features of proposed item. Submittals of a general nature will not be acceptable. For substituted items, clearly list on the first page of the submittal all differences between the specified item and the proposed item. The Contractor shall be responsible for corrective action and maintaining the Specification requirements if differences have not been clearly indicated in the submittal.

J. Submit actual operating conditions or characteristics for all equipment where required capacities are indicated. Factory order forms showing only required capacities will not be acceptable. Call attention, in writing, to deviation from contract requirements.

K. Acceptance will not constitute waiver of contract requirements unless deviations are specifically indicated and clearly noted. Use only final or corrected submittals and data prior to fabrication and/or installation.

L. For any submittal requiring more than two (2) reviews by the Engineer (including those caused by a change in subcontractor or supplier) the Owner will withhold Contractor's funds by a change order to the contract to cover the cost of additional reviews. One review is counted for each action including rejection or return of any reason.

1.13 SHOP DRAWINGS

A. Prepare and submit Shop Drawings for all electrical equipment, specially fabricated items, modifications to standard items, specially designed systems where detailed design is not shown

on the Contract Drawings, or where the proposed installation differs from that shown on Contract Drawings.

B. Submit Product Data and Shop Drawings including but not limited to the list below, in addition to provisions of the paragraph above. Identify all shop drawings by the name of the item and system and the applicable Specification paragraph number and Drawing number.

C. Every submittal including, but not limited to the list below, shall be forwarded with its own transmittal as a separate, distinct shop drawing. Grouping of items/systems that are not related shall be unacceptable.

Items and Systems

1. Circuit Breakers
2. Conductors and Cables - 600V or Less
3. Conduit and Raceway
4. Disconnect (Safety) Switches - Fused/Non-Fused
5. Emergency Off Push-Buttons
6. Equipment Nameplates/Labels
7. Firestopping Materials
8. Fuses, 600V or Less
9. Grout
10. Hangers and Supports
11. Identification Products
12. Installation/Coordination Drawings of Boiler Room Layouts
13. Junction and Pull Boxes, Standard Sizes
14. Motor Controllers
15. Operation and Maintenance Manual
16. Outlet and Device Boxes
17. Panelboard Circuit Directories
18. Receptacles
19. Record Drawings
20. Tests and Reports
21. Toggle/Snap Switches
22. Wiring Diagrams

D. Submittals shall include, but not be limited to, the following information: size, type, functional characteristics, compliance with standards in Division 26, required service access which shall be suitable for intended location and use, electrical service connections and requirements, and deviations from Contract Document requirements.

E. Submit for approval any other shop drawings as required by the Engineer or Owner. No item listed above shall be delivered to the site, or installed, until approved. After the proposed materials have been approved, no substitution will be permitted except where approved by the Engineer.

F. For any shop drawing requiring more than two (2) reviews by the Engineer (including those caused by a change in subcontractor or supplier) the Owner will withhold Contractor's funds by a change order to the contract to cover the cost of additional reviews. One review is counted for each action including rejection or return for any reason.

G. Prepare and submit a detailed schedule of values indicating the Contract costs for the major work items. Provide additional detail and information as requested by the Engineer.

1.14 DEFINITIONS

A. *Approve*: To permit use of material, equipment or methods conditional upon compliance with contract documents requirements.

B. *Building Line*: Exterior wall of building.

C. *Concealed:* Hidden from sight in chases, formed spaces, shafts, hung ceilings, or embedded in construction.

D. *Conduits* include conduit, all fittings, identification, and other accessories relative to such conduit.

E. *Contractor:* The Electrical Contractor and any of his subcontractors, vendors, suppliers, or fabricators.

F. *EPDM*: Ethylene-propylene-diene terpolymer rubber

G. *Exposed:* Not installed underground or *concealed* as defined above.

H. *Finished Spaces*: Spaces other than mechanical and electrical equipment rooms, furred spaces, pipe and duct shafts, unheated spaces immediately below roof, spaces above ceiling, unexcavated spaces, crawl spaces, and tunnels.

I. *Furnish and install* or *provide*: To supply, erect, install, and connect to complete for readiness for regular operation, the particular work referred to.

J. *Location, Damp*: Locations protected from water and not subject to saturation with water or other liquids, but subject to moderate degrees of moisture. Examples of such locations include interior locations such as basements, crawlspaces, attics, cold-storage rooms, etc…

K. *Location, Dry*: A location not normally subject to dampness or wetness. A dry location may temporarily be subject to dampness or wetness during building construction.

L. *Location, Wet*: Locations subject to saturation with water or other liquids, locations exposed to weather, and installations underground or in concrete slabs or masonry in direct contact with the Earth. Examples of such locations include all exterior locations (including those under canopies, roofed open porches, etc…) commercial kitchens, and vehicle washing areas.

M. *NBR*: Acrylonitrile-butadiene rubber.

N. *Review*: Limited observation or checking to ascertain general conformance with design concept of the work and with information given in contract documents. Such action does not constitute a waiver or alteration of the contract requirements.

1.15 RECORD DRAWINGS

A. Upon completion of the electrical installations, the Contractor shall deliver to the Engineer one complete set of prints of the electrical Contract Drawings which shall be legibly marked in red pencil to show all changes and departures of the installation as compared with the original design. They shall be suitable for use in preparation of Record Drawings.

B. Contractor shall incorporate all sketches, addendums, value engineering, change orders, etc., into record drawings prior to delivering the same to the Architect.

1.16 WARRANTY

A. Contractor's attention is directed to warranty obligations contained in the General Conditions.

B. The above shall not in any way void or abrogate equipment manufacturer's guarantee or warranty. Certificates of equipment manufacturer’s warranties shall be included in the operations and maintenance manuals.

C. The Contractor guarantees for a two (2) year period from the time of final acceptance by the Owner:

1. That the work contains no faulty or imperfect material or equipment or any imperfect, careless, or unskilled workmanship.

2. That all work, equipment, machines, devices, etc. shall be adequate for the use to which they are intended, and shall operate with ordinary care and attention in a satisfactory and efficient manner.

3. That the Contractor will re-execute, correct, repair, or remove and replace with proper work, without cost to the Owner, any work found to be deficient. The Contractor shall also make good all damages caused to their work or materials in the process of complying with this section.

4. That the entire work shall be water-tight and leak-proof.

1.17 OPERATION AND MAINTENANCE MANUALS

A. The Contractor shall have prepared three (3) copies of the Operation and Maintenance Manual and deliver these copies of the manual to the Owner. The manual shall be as specified herein. The manual must be approved and will not be accepted as final until so stamped.

B. The manual shall be bound in a three-ring loose-leaf binder similar to National No. 3881 with the following title lettered on the front: *Operation and Maintenance Manual – Hodgson VoTech HS Boiler Burner Replacement - Electrical.* No sheets larger than 8-1/2 inches x 11 inches shall be used, except sheets that are neatly folded to 8-1/2 inches x 11 inches and used as a pull-out. Provide divider tabs and table of contents for organizing and separating information.

C. Provide the following data in the manual:

1. As first entry, an approved letter indicating the starting/ending time of Contractor’s warranty period.

2. Maintenance operation and lubrication instructions on each piece of equipment furnished.

3. Complete catalog data on each piece of electrical equipment furnished including approved Shop Drawing/Submittal with Engineer’s Comments (if any).

4. Manufacturer's extended limited warranties on equipment.

5. Provide sales and authorized service representatives names, address, and phone numbers of all equipment and subcontractors.

6. Provide supplier and subcontractor’s names, address, and phone number.

7. Catalog data of all equipment, starters, etc. shall include wiring diagrams, parts list and assembly drawing.

8. Access panel charts with index illustrating the location and purpose of access panels.

9. Approved Electrical Certificates.

10. Start-up reports for equipment.

D. Submit Operation and Maintenance Manual prior to anticipated date of Substantial Completion for Engineer review and approval. Substantial Completion requires that Operation and Maintenance Manuals be reviewed and approved.

E. Deliver all instruction materials to the Owner prior to the formal instruction period.

F. Upon completion of all work, thoroughly instruct the Owner's representatives in the proper operation and maintenance of all electrical equipment and systems.

G. Instructions shall be done only after completed systems have been put into operation and tested for proper operation and performance.

H. Instructions shall be given only by experts in the equipment or system and shall include descriptions and demonstrations of procedures of operation, data record keeping, etc.

I. Furnish the necessary technicians, skilled workers, and helpers to operate the electrical systems and equipment of the entire project for a two-hour period.

J. Where specified in technical sections, provide longer periods required for specialized equipment.

K. Instruct the Owner or designated personnel in operation, maintenance, lubrication, and adjustment of systems and equipment.

L. The Operation and Maintenance Manual shall be available at the time of the instructions, for use by Instructors and Owner personnel.

M. Schedule the general and specialized instruction periods for a time agreed upon by the Owner and Engineer.

1.18 INSTALLATION AND COORDINATION DRAWINGS

A. Prepare, submit and use composite installation and coordination drawings to assure proper coordination and installation of the work. Drawings shall include, but not be limited to the following:

1. Boiler Rooms indicating transformers, panelboards, enclosures, boxes, conduits, mechanical equipment, ductwork, and piping, etc…

B. Draw plans to a scale not less than ¼ inch equals one foot. Include plans, sections and elevations of the proposed work, showing all equipment (mechanical, plumbing and electrical), conduit and wiring in the areas involved. Fully dimension all work, horizontally and vertically. Show coordination with other work including piping, ductwork and other mechanical work, walls, doors, ceilings, columns, beams, joists and other architectural and structural work.

C. Identify all equipment and devices on wiring diagrams. Where field connections are shown to factory-wired terminals, furnish manufacturer's literature showing internal wiring of equipment.

D. Prepare, submit, and use scaled layout drawings indicating dimensions, clearances, and actual equipment dimensions. Layout Drawings shall include, but not be limited to the following:

1. Pad-mounted equipment and equipment connections.

2. Building penetrations.

E. Prepare scaled coordination drawings in accordance with the Specifications. Indicate locations where space is limited for installation and access and where sequencing and coordination of installations are of importance to the efficient flow of the Work, including (but not necessarily limited to) the following:

1. Indicate the proposed locations of power, lighting, and all special system raceways, equipment, and materials. Include the following:

   a. Working space and dedicated space clearances per the NEC.
   b. Clearances for equipment disassembly required for periodic maintenance.
   c. Exterior wall and foundation penetrations.
   d. Fire-rated wall and floor penetrations.
   e. Equipment connections and support details.

2. Indicate scheduling, sequencing, movement, and positioning of large equipment into the building during construction, including, but not limited to, the following: Major conduits and feeders.

3. Prepare floor plans, elevations, and details to indicate penetrations in floors, walls, and ceilings and their relationship to other penetrations and installations.

4. The successful Bidder shall be responsible for indicating all raceways described in notes or indicated by home run symbols.

5. The complete set of Mechanical and Electrical Drawings and Specifications apply to this work. The successful bidder shall familiarize himself with all other related documents to avoid possible demolition and installation conflicts.

PART 2 PRODUCTS

2.1 GROUT

A. Nonmetallic, Shrinkage-Resistant Grout: ASTM C 1107, factory-packaged, nonmetallic aggregate grout, noncorrosive, nonstaining, mixed with water to consistency suitable for application and a 30-minute working time.

PART 3 EXECUTION

3.1 TEMPORARY FACILITIES:

A. General: Refer to the Division 01 Sections for general requirements of temporary facilities.

B. Remove all temporary power installations and connections after permanent power is established and/or prior to completion of the project.

3.2 COMMON REQUIREMENTS FOR ELECTRICAL INSTALLATION

A. Comply with NECA 1.

B. Measure indicated mounting heights to bottom of unit for suspended items and to center of unit for wall-mounting items.

C. Headroom Maintenance: If mounting heights or other location criteria are not indicated, arrange and install components and equipment to provide maximum possible headroom consistent with these requirements.

D. Install equipment with working space and dedicated space in strict accordance with 2011 NEC Article 110.

E. Equipment: Install to facilitate service, maintenance, and repair or replacement of components of both electrical equipment and other nearby installations. Connect in such a way as to facilitate future disconnecting with minimum interference with other items in the vicinity.

F. Install equipment level and plumb, parallel and perpendicular to other building systems and components in exposed interior spaces, unless otherwise indicated.

G. Verify exact electrical requirements for each piece of equipment receiving one or more electrical connections, including but not limited to voltage, phase, and maximum fuse/overcurrent protection device rating. Provide electrical circuit of proper characteristics to serve provided equipment.

H. Include any and all items required by the National Electrical Code and/or field conditions for the proper connection and installation of each piece of equipment.

I. Make all connections to equipment in accordance with manufacturer’s instructions.

J. Right of Way: Give to piping systems installed at a required slope.

K. Coordinate electrical work with equipment by others.

3.3 FIRESTOPPING

A. Apply firestopping to penetrations of fire-rated floor and wall assemblies for electrical installations to restore original fire-resistance rating of assembly. Firestopping materials and installation requirements are specified in Division 26 Section, "Electrical Firestopping".

3.4 SUPPORTS, HANGERS AND FOUNDATIONS

A. Provide supports, hangers, braces, attachments and foundations required for the work. Support and set the work in a thoroughly substantial and workmanlike manner without placing strains on materials, equipment, or building structure, submit shop drawings for approval. Coordinate all work with the requirements of the structural division.

B. Supports, hangers, braces, and attachments shall be standard manufactured items or fabricated structural steel shapes. All interior hangers shall be galvanized or steel with rust inhibiting paint. All exterior hangers shall be constructed of stainless steel utilizing stainless steel rods, nuts, washers, bolts, etc.

C. Refer to Division 26 Section “Hangers and Supports” for additional requirements.

3.5 PAINTING AND FINISHES

A. Provide protective finishes on all materials and equipment. Use coated or corrosion-resistant materials, hardware and fittings throughout the work. Paint bare, untreated ferrous surfaces with rust-inhibiting paint. All exterior components including supports, hangers, nuts, bolts, washers, vibration isolators, etc. shall be stainless steel.

B. Clean surfaces prior to application of insulation, adhesives, coatings, paint, or other finishes.

C. Provide factory-applied finishes where specified. Unless otherwise indicated factory-applied paints shall be baked enamel with proper pretreatment.

D. Protect all finishes and restore any finishes damaged as a result of work under Division 26 to their original condition.

E. The preceding requirements apply to all work, whether exposed or concealed, as defined herein.

F. Remove all construction marking and writing from exposed equipment, ductwork, piping and building surfaces. Do not paint manufacturer's labels or tags.

G. All exposed conduit, boxes, equipment, etc. in finished spaces shall be painted. Colors shall be as selected by the Owner and conform to ANSI Standards.

3.6 COLOR SELECTION

A. Color of finishes shall be as selected by the Owner.

3.7 PROTECTION OF WORK

A. Protect work, material and equipment from weather and construction operations before and after installation. Properly store and handle all materials and equipment.

B. Cover temporary openings in conduits and equipment to prevent the entrance of water, dirt, debris, or other foreign matter. Deliver conduits with factory applied end caps.

C. Cover or otherwise protect all finishes.

D. Replace damaged materials, devices, finishes and equipment.

E. Protect stored conduits from moisture and dirt. Elevate above grade. Do not exceed structural capacity of floor, where stored inside.

3.8 OPERATION OF EQUIPMENT

A. Clean all systems and equipment prior to initial operation for testing, or other purposes. Lubricate, adjust, and test all equipment in accordance with manufacturer's instructions. Do not operate equipment unless all proper safety devices or controls are operational. Provide all maintenance and service for equipment that is authorized for operation during construction.

B. Where specified, or otherwise required, provide the services of the manufacturer's factory-trained servicemen or technicians to start up the equipment. Where factory start-up of equipment is not specified, provide field start-up by qualified technician.

C. Submit factory start-up sheets or field start-ups sheets for all equipment prior to the commencement of testing.

D. Do not use electrical systems for temporary services or during construction, unless approved by Owner in writing. Refer to Division 01 Section "Temporary Facilities and Controls".

E. Upon completion of work, clean and restore all equipment to new conditions; replace expendable items.

3.9 TESTING AND ADJUSTMENT

A. Perform all tests which are specified or required to demonstrate that the work is installed and operating properly. Where formal tests are required, give proper notices and perform all necessary preliminary tests to assure that the work is complete and ready for final test.

B. Adjust all systems, equipment and controls to operate in a safe, efficient and stable manner.

C. On all circuits, 600 volts or less, provide circuits that are free from ground faults, short circuits and open circuits.

D. Other tests of a specific nature for special equipment shall be as specified under the respective equipment.

E. Submit all test results to the Engineer for approval.

3.10 EQUIPMENT BY OTHERS

A. This Contractor shall make all system connections required to equipment furnished and installed under other divisions or furnished by the Owner. Connections shall be complete in all respects to render this equipment functional to its fullest intent.

B. It shall be the responsibility of the supplier of the equipment to furnish complete instructions for connections. Failure to do so will not relieve the Contractor of any responsibility for improper equipment operation.

3.11 OUTAGES

A. Provide a minimum of seven (7) days' notice to schedule outages. The Contractor shall include in their bid outages and/or work in occupied areas to occur on weekends, holidays, or at night. Coordinate and get approval of all outages with the Owner.

B. Submit *Outage Request Form*, attached at the end of this Section, to Owner for approval.

3.12 CUTTING AND PATCHING

A. Accomplish all cutting and patching necessary for the installation of work under Division 26. Damage resulting from this work to other work already in place, shall be repaired at Contractor's expense. Where cutting is required, perform work in neat and workmanlike manner. Restore disturbed work to match and blend with existing construction and finish, using materials compatible with the original. Use mechanics skilled in the particular trades required.

B. Do not cut structural members without approval from the Engineer.

3.13 PENETRATION OF WATERPROOF CONSTRUCTION

A. Coordinate the work to minimize penetration of waterproof construction, including roofs, exterior walls, and interior waterproof construction. Where such penetrations are necessary, furnish and install all necessary curbs, sleeves, flashings, fittings and caulking to make penetrations absolutely watertight.

3.14 CONNECTIONS AND ALTERATIONS TO EXISTING WORK

A. Unless otherwise noted on the Drawings, where existing electrical work is removed, including hangers, to a point below finished floors or behind finished walls and capped, such point shall be far enough behind finished surfaces to allow for installation of normal thickness of required finish material.

B. Where work specified in Division 26 connects to existing equipment, conduits, etc., Contractor shall perform all necessary alterations, cuttings, fittings, etc., of existing work as may be necessary to make satisfactory connections between new and existing work, and to leave completed work in a finished and workmanlike condition.

C. Where the work specified under Division 26, or under other Divisions, requires relocation of existing equipment, conduit etc., Contractor shall perform all work and make necessary changes to existing work as may be required to leave completed work in a finished and workmanlike condition.

D. Where the relocation of existing equipment is required for access or the installation of new equipment, the Contractor shall temporarily remove and/or relocate and re-install as required to leave the existing and new work in a finished and workman like condition.

3.15 COORDINATION

A. Coordinate arrangement, mounting, and support of electrical equipment:

1. To allow maximum possible headroom unless specific mounting heights that reduce headroom are indicated.

2. To provide for ease of disconnecting the equipment with minimum interference to other installations.

3. To allow right of way for piping and conduit installed at required slope.

4. So connecting raceways, cables, wireways, cable trays, and busways will be clear of obstructions and of the working and access space of other equipment.

5. To provide working space and dedicated space clearances per 2011 NEC Article 110.

3.16 DEMOLITION

A. Unless otherwise noted all existing equipment, conduit, wire, etc., shall remain.

B. Where existing equipment is indicated to be removed, all associated conduit, power, controls, insulation, hangers, supports and housekeeping pads, etc…, shall also be removed. Patch, paint and repair walls/roof/floor to match existing and/or new finishes.

C. The Contractor shall be responsible for visiting the site and determining the existing conditions in which the work is to be performed.

D. Where any abandoned conduits in existing floors, walls, ceilings, etc., conflict with new work, remove abandoned conduits as necessary to accommodate new work.

E. The location of all existing equipment, conduits etc., indicated is approximate only and shall be checked and verified. Provide all new electrical work required to connect to or clear existing work as applicable.

F. Maintain egress at all times. Coordinate egress requirements with the State Fire Marshal, the Owner and the Authority(ies) Having Jurisdiction (AHJ).

G. Make provisions and include in bid all costs associated with confined entry/space requirements in crawl spaces and all other applicable OSHA regulations.

H. Where required to maintain the existing systems in operation, temporarily backfeed existing systems from new equipment. Contractor shall temporarily extend existing conduit systems to new conduit systems.

I. At completion of project all temporary conduit, wires, etc., shall be removed in their entirety.

J. Existing conduit, equipment, wiring, etc., not required for re-use or re-installation in this project, shall be removed from the project site.

K. Deliver to the Owner, on the premises where directed, existing equipment and materials which are removed and which are desired by the Owner or are indicated to remain the property of the Owner.

L. All other materials and equipment which are removed shall become property of the Contractor and shall be promptly removed, from the premises, and disposed of by the Contractor, in an approved manner. Contractor shall be responsible for proper disposal of all removed equipment containing PCB's.

M. Where conduit and wiring are removed, remove all conduit hangers which were supporting the removed conduit. Patch the remaining penetration voids with like materials and paint to match existing construction.

N. Where required, provide and coordinate removal and re-installation of existing equipment. Take care to protect materials and equipment indicated for reuse. Contractor shall repair or replace items which are damaged. Contractor shall have Owner's representative present to confirm condition of equipment prior to demolition.

O. Before demolition begins, and in the presence of the Owners representative, test and note all deficiencies in all existing systems affected by demolition but not completely removed by demolition. Provide a copy of the list of system deficiencies to the Owner and the Engineer.

P. The Owner shall have the first right of refusal for all devices and equipment removed by the Contractor.

Q. All devices and equipment designated by the Owner to remain the property of the Owner shall be moved and stored by the Contractor at a location on site as designated by the Owner. It shall be the Contractor's responsibility to store all devices and equipment in a safe manner to prevent damage while stored.

R. All existing equipment refused by the Owner shall become the property of the Contractor and shall be removed from the site by the Contractor in a timely manner and disposed of in a legal manner.

S. Work Abandoned in Place: Cut and remove conduit a minimum of 2 inches beyond face of adjacent construction. Cap and patch surface to match existing finish.

T. Temporary Disconnection: Remove, store, clean, reinstall, reconnect, and make operational equipment indicated for relocation.

U. Terminate services and utilities in accordance with local laws, ordinances, rules and regulations.

END OF SECTION

OUTAGE REQUEST FORM

DATE APPLIED: _____ BY: _____

DATE FOR OUTAGE: _____ FIRM: _____

START OUTAGE-TIME: _____ DATE:_____

END OUTAGE - TIME: _____ DATE:_____

AREAS AND ROOMS: _____

FLOOR(S): _____

AREA(S): _____

ROOM(S): _____

WORK TO BE PERFORMED: _____

SYSTEM(S): _____

REQUEST APPROVED BY: _____
(FOREMAN OR OTHER PERSON IN CHARGE)

(FOR OWNER'S USE ONLY):

APPROVED: _____

YES _____ NO ____ BY: _____DATE: _____

DATE/TIME-AS REQUESTED: _____ OTHER : _____

OWNER'S PRESENCE REQUIRED: _____

YES: ____ NO: ____ NAME: _____

POINT OF CONTACT: _____ PHONE: _____

DIVISION 26
SECTION 260519
CONDUCTORS AND CABLES
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SECTION 260519 - CONDUCTORS AND CABLES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section includes building wires and cables and associated connectors, splices, and terminations for wiring systems rated 600 V and less.

1.3 SUBMITTALS

A. Field Test Reports: Indicate and interpret test results for compliance with performance requirements. Indicate procedures and values obtained.

B. Product Data: Provide for each cable assembly type, wire, cables, conductors, and connectors.

C. Project Record Documents: Record actual locations of components and circuits.

1.4 QUALITY ASSURANCE

A. Listing and Labeling: Provide wires and cables specified in this Section that are listed and labeled.

1. The Terms *Listed and Labeled*: As defined in NFPA 70, Article 100.

2. Listing and Labeling Agency Qualifications: A *Nationally Recognized Testing Laboratory* as defined in OSHA Regulation 1910.7.

B. Comply with NEMA/Insulated Cable Engineers Association (ICEA) Standards.

C. Comply with NECA Standard of Installation.

D. Comply with NETA ATS - Acceptance Testing Specifications for Electrical Power Distribution Equipment and Systems.

E. American Society for Testing and Materials (ASTM): Comply with requirements of the following:

1. B3: Standard Specification for Soft or Annealed Copper Wire

2. B8: Standard Specification for Concentric-Lay-Stranded Copper Conductors, Hard, Medium-Hard, or Soft

3. D753: Standard Specification for General Purpose Polychloroprene Jacket for Wire and Cable

F. Electrical Testing Laboratories (ETL): Provide wiring, cabling and connector products which are ETL listed and labeled.

G. Institute of Electrical and Electronics Engineers (IEEE): Comply with the following standards which apply to wiring systems:

1. 82: Test procedure for Impulse Voltage Tests on Insulated Conductors

2. 241: Recommended Practice for Electric Power Systems in Commercial Buildings

H. NFPA: Comply with NFPA 70 requirements for construction, installation and color coding of electrical wire, cable and connections.

I. National Electrical Manufacturer's Association (NEMA): Comply with requirements of the following:

1. WC70: Power Cables Rated 2000 Volts or Less for the Distribution of Electrical Energy.

J. UL: Provide material conforming to the following standards:

1. UL 83 - Thermoplastic-Insulated Wires and Cables.

2. UL 486A - Wire Connectors and Soldering Lugs for Use with Copper Conductors

K. UL Labels: Provide wiring, cabling and connector products which are UL listed and labeled.

1.5 DELIVERY, STORAGE, AND HANDLING

A. Deliver wires and cables according to NEMA WC 26, *Binational Wire and Cable Packaging Standard*.

B. Storage: Store wire and cable in a clean dry space in original containers. Protect products from weather, damaging fumes, construction debris and traffic.

C. Handling: Handle wire and cable carefully to avoid abrading, puncturing and tearing wire and cable insulation and sheathing. Ensure that dielectric resistance integrity of wires/cables is maintained.

1.6 COORDINATION

A. Coordinate layout and installation of cables with other installations.

B. Revise locations and elevations from those indicated, as required to suit field conditions and as approved by Engineer.

C. Determine required separation between cables and other work.

D. Determine cable routing to avoid interference with other work.

1.7 PROJECT CONDITIONS

A. Verify that field measurements are as shown on the Drawings.

B. Conductor sizes are based on copper.

C. Wire and cable routing shown on Drawings is approximate unless dimensioned. Route wire and cable as required to meet Project Conditions.

D. Where wire and cable routing is not shown, and destination only is indicated, determine exact routing and lengths required.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

1. Wires and Cables:

a. American Insulated Wire Corp.

b. BICC Brand-Rex Company.

c. General Cable.

d. Senator Wire & Cable Company.

e. Southwire Company.

f. Colonial Wire Company.

2. Connectors and Accessories for Wires and Cables:

a. AMP Incorporated.

b. Buchanan.

c. General Signal; O-Z/Gedney Unit.

d. Monogram Company; AFC.

e. NSI Industries, Inc.

f. Square D Company; Anderson.

g. 3M Company; Electrical Products Division.

2.2 BUILDING WIRES AND CABLES

A. UL-listed building wires and cables with conductor material, insulation type, cable construction and rating as specified herein.

B. Building wires and cables shall be annealed (soft) copper, 600 volt, Type THHN/THWN (dual-rated) single conductors rated 90°C dry / 75°C wet, with a minimum conductivity of 98 percent at 20°C (68°F), or a maximum resistivity of 1.7 micro-ohms per centimeter.

C. Conductors shall meet or exceed requirements of all applicable ASTM specifications, UL Standard 83, UL Standard 1581, NEMA WC 70, Federal Specification A-A-59544 and shall be RoHS/REACH Compliant.

D. Conductors shall be solid for 10 AWG and smaller, and stranded for 8 AWG and larger.

E. Building wire and cables shall be color-coded using colors factory impregnated throughout the insulation and jacket. The following color code convention(s) shall be used except where existing systems have established another color code convention:

1. 120/208-Volt, 3-Phase, 4-Wire System:
   a. Phase A: Black
   b. Phase B: Red
   c. Phase C: Blue
   d. Neutral: White
   e. Ground: Green

2. 277/480-Volt, 3-Phase, 4-Wire System:
   a. Phase A: Brown
   b. Phase B: Orange
   c. Phase C: Yellow
   d. Neutral: Gray
   e. Ground: Green

2.3 CONNECTORS AND SPLICES

A. UL-listed, factory-fabricated wiring connectors of size, ampacity rating, material, type, and class for application and service indicated. Comply with Project's installation requirements and as specified in Part 3 Article, *"Wire and Insulation Applications"*.

B. Split Bolt Connectors: Not acceptable.

C. Solderless Pressure Connectors: High copper alloy terminal. May be used only for cable termination to equipment pads or terminals. Not approved for splicing.

D. Spring Wire Connectors: Not acceptable.

E. Mechanical Connectors: Bolted type tin-plated; high conductivity copper alloy; spacer between conductors; beveled cable entrances.

F. Compression (crimp) Connectors: Long barrel; seamless, tin-plated electrolytic high conductivity copper tubing, internally beveled barrel ends. Connector shall be clearly marked with the wire size and type and proper number and location of crimps.

G. Heat shrinkable tubing shall meet the requirements of ANSI C119.1-1986 for buried connections to 90 degrees C and shall be material flame-retarded per IEEE 383 *Vertical Tray Flame Test*.

H. Motor connection kits shall consist of heat-shrinkable, polymeric insulating material over the connection area and a high dielectric strength mastic to seal the ends against ingress of moisture and contamination. Motor connection kits shall accommodate a range of cable sizes for both in-line and stub-type configurations. Connection kits shall be independent of cable manufacturer's tolerances.

I. Wire Nut Connectors:

1. Wire nuts installed in wet locations, exterior, etc., shall be self-contained, waterproof and corrosion-proof units incorporating prefilled silicone grease to block out moisture and air.

2. Connectors shall be UL listed and appropriately sized according to manufacturer's recommendation for the suitable wire sizes and voltage rating (600 volt minimum).

3. Connector body shall have a color-coded outer shell.

4. Connectors shall be as manufactured by Ideal Industries, Inc. or approved equal.

J. Insulated Connectors:

1. Connectors insulated with high-dielectric strength plastisol, molded for precise fit and supplied with removable access plugs over the hex screws.

2. Wire entry ports on one or both sides of the connector as required.

3. Mounting holes at each end of the connector for direct isolated mounting to wiring trough, panel or wireway.

4. UV and cold temperature rated.

5. Dual rated for use with copper and/or aluminum cables.

6. Rated 600V, 90°C.

7. Insulated connectors shall be IPLM or IPLMD Series as manufactured by Polaris, or approved equal by ILSCO, Burndy, T&B or other listed acceptable manufacturer.

2.4 INSULATING TAPE, PUTTY, RESIN AND SUPPORTS

A. Tape: Provide plastic electrical insulating tape which is flame-retardant, cold and weather-resistant. Tape for use in areas subject to temperatures 30 degrees C to 105 degrees C, or where the tape will be subjected to an oil splash, tape shall have a minimum thickness of 8.5 mils, and shall consist of an oil-resistant acrylic adhesive.

B. Materials: Provide all insulating materials for splices and connections such as glass and synthetic tapes, putties, resins, splice cases, or compositions of the type approved for the particular use, location, voltage and temperature and apply and install in an approved manner, all in accordance with the manufacturer's recommendations.

C. Supports: Provide cable supports of the wedge type which firmly clamp each individual cable and tighten due to the cable weight.

PART 3 EXECUTION

3.1 EXAMINATION

A. Examine raceways and building finishes to receive wires and cables for compliance with requirements for installation tolerances and other conditions affecting performance of wires and cables. Do not proceed with installation until unsatisfactory conditions have been corrected.

B. By beginning work, the Contractor has accepted conditions and assumes responsibility for correcting unsuitable conditions encountered at no additional cost to the Owner.

3.2 PREPARATION

A. Completely and thoroughly swab raceway before installing wire.

3.3 WIRE AND INSULATION APPLICATIONS

A. No branch circuit wires smaller than 12 AWG shall be used unless otherwise indicated. Conductors shall be continuous from outlet to outlet and from terminal board to point of final connection, and no splice shall be made except within outlet or junction boxes. All conductors shall be of the size indicated. All wires 8 AWG and larger shall be stranded.

B. Control wiring shall not be less than 14 AWG and shall be color coded using colors impregnated into the insulation. All control wiring shall be color coded with wires of colors different from those used to designate phase wires.

C. All wiring, contacts, and terminal blocks shall be suitably tagged for ease in identification and tracing of circuits. Identification tags shall be engraved fiber or plastic type, subject to acceptance. Wires shall be numbered and coded, using Brady *Quicklabels*, or equal.

D. Wiring shall be tagged at terminations, in pull boxes, junction boxes, outlet boxes, panelboards, etc…

E. Switch leg wire shall be labeled with "*S*" tag.

F. Wiring for general 15 and 20 amp branch circuit work shall be as follows unless otherwise indicated:

HOME RUN LENGTH AND WIRE SIZE		CIRCUIT LENGTH AND WIRE SIZE	
120 Volt		120 Volt	
0 – 60 '	12AWG	0-100 '	12AWG
60 – 100 '	10AWG	100' & Up	10AWG
100' & Up	8AWG		

G. Circuit length as given above shall be the wire length between the first and last outlet on the circuit. Home run length as given above shall be the wire length between the first outlet and the panelboard. In accordance with the above, where the size of branch circuit conductors is increased by the minimum required by the NEC for the branch circuit rating, ensure that the termination provisions of all equipment connected to such circuits are listed as suitable for the conductor sizes involved.

H. Joints of 10 AWG and smaller shall be made with properly insulated solderless type pressure connectors. Where stranded conductors or multiple solid conductors are connected to terminals, solderless lugs manufactured by Thomas and Betts Company or equivalent shall be used.

I. Joints of 8 AWG and larger in power and lighting circuits shall be of the type indented into the conductor by means of a hand or hydraulic pressure tool. Connectors shall be Burndy *Hy-dent*, T&B *Sta-Kon*, or equivalent. Connectors for control wiring shall be Burndy *Hy-Lug*, or equivalent.

3.4 INSTALLATION

A. Install wires and cables as indicated, according to manufacturer's written instructions and NECA's *Standard of Installation*.

B. Remove existing wires from raceway before pulling in new wires and cables.

C. Pull Conductors: Use a UL-listed and manufacturer-approved pulling compound or lubricant where necessary; compound used must not deteriorate conductor or insulation. Do not exceed manufacturer's recommended maximum pulling tensions and sidewall pressure values.

D. Use pulling means including fish tape, cable, rope, and basket-weave wire/cable grips that will not damage cables or raceway. Completely and thoroughly swab conduit system before installing conductors.

E. Install exposed cables, parallel and perpendicular to surfaces of exposed structural members, and follow surface contours where possible.

F. Support cables according to Division 26 Section, *Common Work Results for Electrical* and Division 26 Section, *Hangers and Supports*.

G. Seal around cables penetrating fire-rated elements according to Division 26 Section *Electrical Firestopping*.

H. Identify wires and cables according to Division 26 Section, *Electrical Identification*.

I. Conductors installed in parallel shall be of equal lengths.

J. Wiring at Outlets: Install with at least 12 inches (300 mm) of slack conductor at each outlet.

K. Connect outlets and components to wiring and to ground as indicated and instructed by manufacturer. Tighten connectors and terminals, including screws and bolts, according to equipment manufacturer's published torque-tightening values for equipment connectors. Where manufacturer's requirements are not indicated, tighten connectors and terminals according to tightening torques specified in UL Standard 486A.

L. The Contractor shall provide suitable installation equipment to prevent cutting and abrasion of conductor insulation. The Contractor shall use suitable cable guides, pulleys, and protective sleeving to prevent damage to cable during installation. Ropes used for pulling of wire and cable shall be made of polyethylene or other suitable non-metallic material. Pulling lines shall be attached to cable by means of either woven basket grips or pulling types attached directly to the conductors. Wire pulling lubricants, if used, shall conform to UL requirements applicable to the various insulations and raceway materials. The lubricants shall be certified by the manufacturer to be non-injurious to such insulation and materials.

M. Each feeder cable shall be labeled at terminals and at all accessible points in equipment and in pull boxes. Each wire shall be labeled at both ends. Labels shall be self-sticking wire markers.

N. For rubber and plastic-covered wire and cable, pulling compound Ideal Yellow 77 may be used.

O. Terminal lugs for wires 8 AWG and larger shall be T&B 54,000 Series or Burndy *HY-Dent*, compression type, unless noted otherwise. One-hole lugs for wires 4/0 AWG and smaller. Two-hole lugs for all wires 250 kcmil AWG and larger.

P. Install wires and cables using braided rope larger than the cable being pulled to keep twists to a minimum.

Q. Provide an insulated green equipment grounding conductor (EGC), sized per NEC, for all feeder and branch circuits, shown or not shown.

R. Install electrical cables, wires, and connectors as indicated in compliance with manufacturer's written instructions, applicable requirements of NEC and NECA's "Standard of Installation", and in accordance with recognized industry practices.

S. Coordinate cable and wire installation work with electrical raceway and equipment installation work, as necessary for proper interface.

T. Conductors installed in runs within 6 inches of heating pipes or equipment shall be suitable for the environment.

U. No conductors shall be drawn into conduit until all work, which may cause cable damage, is completed.

V. All wiring over boilers and breechings, and in other high ambient temperature areas, shall be of types required by NEC.

W. During installation, do not deform cable by improper bending, stretching, twisting, kinking, or pinching, nor do any other abusive handling. Any failure to observe these instructions will be detected and corrected during the demonstrations following completion of the installation. All cable runs shall contain *S* loops or other means to accommodate expansion or contraction as required. Cable bends will have a radius not less than the value recommended by the cable manufacturer. Cable connected to electronic equipment in the system shall be tagged to show its function and the location of its other end. All labels shall be of durable material and securely fastened to the cable.

3.5 CONNECTIONS

A. Conductor Splices: Keep to minimum.

B. Install splices and taps that possess equivalent or better mechanical strength and insulation ratings than conductors being spliced.

C. Use splice and tap connectors compatible with conductor material.

D. Connect outlets and components to wiring and to ground as indicated and instructed by manufacturer.

E. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B.

F. Wire splices and taps shall be adequate to carry full current rating of wire.

G. Conductors shall be continuous from outlet to outlet, and no splices shall be made except within outlet or junction boxes. Junction boxes may be utilized where required. Wire connectors of insulating material or solderless pressure connections, properly taped, shall be utilized for all splices in wiring.

H. Splices in branch circuits and feeders shall be made where indicated or as required for the installation. All splices shall be accessible and made in enclosure approved for that purpose.

I. For splices in branch circuits provide connectors as follows;

1. Wire Sizes 10 AWG and Smaller: Provide Ideal Model 74B or 76B or equivalent by T&B.

2. Wire Sizes 8 AWG and Larger: Provide insulated connectors securely fastened to enclosure as specified in Part 2 of this section.

J. Thoroughly clean wiring prior to installing lugs or connectors.

3.6 IDENTIFICATION

A. Interface with Other Work:

1. Identify wire and cable using Thomas and Betts Type WM vinyl markers.

2. Identify each phase and neutral conductor with its circuit number or other designation indicated on the Drawings in all junction, pull, terminal boxes, and cabinets.

B. Provide identification tags on each conductor entering each panelboard, switch, junction box, and pull box to identify conductor.

C. Comply with the requirements of Division 26 Section, *Electrical Identification.*

3.7 FIELD QUALITY CONTROL

A. Testing: On installation of wires and cables and before electrical circuitry has been energized, demonstrate product capability and compliance with requirements.

1. Procedures: Perform each visual and mechanical inspection and electrical test stated in NETA ATS, Section 7.3.2. Certify compliance with test parameters.

B. Correct malfunctioning conductors and cables at Project site, where possible, and retest to demonstrate compliance; otherwise, remove and replace with new units and retest.

C. Measure tightness of bolted connections and compare torque measurements with manufacturer's recommended values.

D. Verify continuity of each branch circuit conductor.

E. Tests: All wire, cable, and branch circuit insulation shall be tested after installation, and before connection to fixtures and appliance.

1. Tests shall be performed with a 1,000-volt megger, and conductors shall test free from short-circuits and grounds.

2. Conductors shall be tested phase-to-phase and phase-to-ground.

3. Furnish the instruments, materials, and labor required. Perform the tests in the presence of the Owner's Representative.

4. Actual test readings shall be recorded.

5. Submit all test reports to the Engineer for approval.

F. Demonstration: Subsequent to wire and cable hook-ups, energize circuit and demonstrate functioning in accordance with requirements. Where necessary, correct malfunctioning units, and then retest to demonstrate compliance.

END OF SECTION

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SECTION 260526
GROUNDING AND BONDING
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SECTION 260526– GROUNDING AND BONDING

PART 1 GENERAL

1.1 RELATED DOCUMENTS

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

B. Refer to Division 26 Section "Conductors and Cables" for conductor and cable requirements.

1.2 SUMMARY

A. This Section includes grounding of electrical systems and equipment and basic requirements for grounding for protection of life, equipment, circuits, and systems. Grounding requirements specified in this Section may be supplemented in other Sections of these Specifications.

B. Mechanical System Grounding:

1. All mechanical equipment, including but not limited to pumps, motors, fans, heaters, etc. and their enclosures shall be properly grounded in accordance with Article 250 of the National Electrical Code.

C. Bond together system neutrals; service equipment enclosures; exposed non-current carrying metal parts of electrical equipment; metal raceway systems; grounding conductor in raceways; receptacle ground connectors; and plumbing systems.

1.3 DEFINITIONS

A. EGC: Equipment grounding conductor.

1.4 SUBMITTALS

A. General: Submit each item in this Article according to the Conditions of the Contract and Division 01 Specification Sections.

B. Product Data for conductors, connectors and connection materials, and grounding fittings.

1.5 QUALITY ASSURANCE

A. Comply with NFPA 70 - National Electrical Code.

B. Comply with UL 467 - UL Standard for Safety Grounding and Bonding Equipment.

C. Comply with ANSI/IEEE C2 - National Electrical Safety Code.

D. Comply with ANSI/IEEE 32 - Requirements, terms and test procedures for neutral grounding devices.

E. Comply with IEEE Standard 142 - Recommended Practice for Grounding of Industrial and Commercial Power Systems.

F. Comply with ANSI C33.8.

G. Listing and Labeling: Provide products specified in this Section that are listed and labeled.

1. The Terms *Listed* and *Labeled*: As defined in the National Electrical Code, Article 100.

2. Listing and Labeling Agency Qualifications: A *Nationally Recognized Testing Laboratory* (NRTL) as defined in OSHA Regulation 1910.7.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

1. Erico Inc.; Electrical Products Group.

2. Heary Brothers Lightning Protection Co.

3. Ideal Industries, Inc.

4. ILSCO.

5. O-Z/Gedney Co.

6. Raco, Inc.

7. Thomas & Betts, Electrical.

2.2 GROUNDING AND BONDING PRODUCTS

A. Governing Requirements: Where types, sizes, ratings, and quantities indicated are in excess of National Electrical Code (NEC) requirements, the more stringent requirements and the greater size, rating, and quantity indications govern.

2.3 WIRE AND CABLE GROUNDING CONDUCTORS

A. Comply with Division 26, Section “Conductors and Cables”. Conform to NEC Table 8, except as otherwise indicated, for conductor properties, including stranding.

B. Equipment Grounding Conductors: Size as indicated on the Drawings, or as required by 2011 National Electrical Code (NEC) Table 250-122, whichever is larger. Insulated with green color insulation.

C. Bare Copper Conductors: Conform to the following:

1. Solid Conductors: ASTM B 3.

2. Assembly of Stranded Conductors: ASTM B 8.

3. Tinned Conductors: ASTM B 33.

2.4 CONNECTOR PRODUCTS

A. Mechanical Connectors

1. The mechanical connector bodies shall be manufactured from high strength, high conductivity cast copper ally material. Bolts, nuts, washers and lockwashers shall be made of silicon bronze and supplied as a part of the connector body and shall be of the two-bolt type.

2. Split bolt connector types are NOT allowed.

3. The connectors shall meet or exceed UL 467 and be clearly marked with the catalog number, conductor size and manufacturer.

B. Compression Connectors

1. The compression connectors shall be manufactured from pure wrought copper. The conductivity of this material shall be no less than 99 percent by IACS Standards.

2. The connectors shall meet or exceed the performance requirements of IEEE 837, latest revision.

3. The installation of the connectors shall be made with a compression, tool and die system, as recommended by the manufacturer of the connectors.

4. The connectors shall be clearly marked with the manufacturer, catalog number, conductor size and the required compression tool settings.

5. Each connector shall be factory filled with an oxide-inhibiting compound.

PART 3 EXECUTION

3.1 APPLICATION

A. Equipment Grounding Conductors: Comply with NEC Article 250 for types, sizes, and quantities of equipment grounding conductors, except where specific types, larger sizes, or more conductors than required by NEC are indicated.

1. Install Equipment Grounding Conductor (EGC) with circuit conductors for the items below in addition to those required by Code:

a. Feeder circuits.

b. Receptacle branch circuits.

c. Single-phase motor or appliance branch circuits.

d. Three-phase motor or appliance branch circuits.

e. Flexible raceway runs.

3.2 INSTALLATION

A. General: Ground electrical systems and equipment according to NEC requirements, except where Drawings or Specifications exceed NEC requirements.

B. Grounding shall satisfy requirements of the applicable publications. All exposed noncurrent-carrying metallic parts of electrical equipment, metallic raceway systems, grounding conductor in nonmetallic raceways, and grounded conductors of the wiring system shall be grounded.

C. The grounded conductor (neutral) of the wiring system shall be connected to the system grounding conductor at a single place in the system by removable bonding jumpers, sized according to the applicable provisions of the National Electrical Code. The grounded conductor (neutral) connection to the grounding conductor (ground) shall be located in the enclosure for the system's overcurrent protection or where otherwise indicated on the Drawings or Specifications.

D. Ground buses and neutral buses in all switchboards, distribution panelboards, panelboards, and those provided in any equipment shall be isolated except where required to be connected as specified above for the service entrance and in transformer terminal compartments.

E. Equipment grounding conductors shall be extended from the ground bus in the distribution equipment to the receptacle or device lugs where they are provided. When not provided, they shall be connected to equipment enclosures. The connections shall be arranged such that removal of receptacle, the equipment grounding conductors, or ground jumpers from ground busing, shall not affect the system ground.

F. Raceways shall not be considered as a grounding conductor. Each power or control raceway shall have a separate equipment grounding conductor installed. Receptacles shall have a separate grounding pole.

3.3 CONNECTIONS

A. General: Make connections so possibility of galvanic action or electrolysis is minimized. Select connectors, connection hardware, conductors, and connection methods so metals in direct contact will be galvanically compatible.

1. Use electroplated or hot-tin-coated materials to assure high conductivity and to make contact points closer in order of galvanic series.

2. Make connections with clean, bare metal at points of contact.

3. Make aluminum-to-steel connections with stainless-steel separators and mechanical clamps.

4. Make aluminum-to-galvanized steel connections with tin-plated copper jumpers and mechanical clamps.

5. Coat and seal connections having dissimilar metals with inert material to prevent future penetration of moisture to contact surfaces.

B. Equipment Grounding Conductor (EGC) Terminations: For 8 AWG and larger, use compression-type grounding lugs. 10 AWG and smaller grounding conductors may be terminated with wire nut connectors.

C. Non-Contact Metal Raceway Terminations: Where metallic raceways terminate at metal housings without mechanical and electrical connection to housing, terminate each conduit with a grounding bushing. Connect grounding bushings with a bare grounding conductor to grounding bus or terminal in housing. Bond electrically non-continuous conduits at both entrances and exits with grounding bushings and bare grounding conductors, except as otherwise indicated.

D. Tighten screws and bolts for grounding and bonding connectors and terminals according to manufacturer's published torque-tightening values. Where these requirements are not available, use those specified in UL 486A and UL 486B.

E. Compression-Type Connections: Use hydraulic compression tools to provide correct circumferential pressure for compression connectors. Use tools and dies recommended by manufacturer of connectors. Provide embossing die code or other standard method to make a visible indication that a connector has been adequately compressed on grounding conductor.

END OF SECTION

DIVISION 26
SECTION 260529
HANGERS AND SUPPORTS
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SECTION 260529 – HANGERS AND SUPPORTS

PART 1 GENERAL

1.1 RELATED DOCUMENTS

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

B. Requirements of the following Sections apply to this Section:

1. Division 26 Section, "Common Work Results for Electrical" for general installation requirements.

1.2 SUMMARY

A. This Section includes secure support from the building structure for electrical items by means of hangers, supports, anchors, sleeves, inserts, seals, and associated fastenings.

B. Provide equipment supports consisting of structural members, hangers, rods, racks, and incidental materials.

C. Provide all labor, supervision, and fabrication. Design and construct supporting structures of strength to safely withstand stresses to which they may be subjected and to properly distribute the load and impact over building areas. Provide all engineering and fabrication as required for installation of support system.

D. Provide hangers, clamps, anchors, inserts, supports, supplementary steel framing, and hardware of the proper size and load capacity to support electrical equipment and raceways, whether indicated on the drawings or not.

1.3 SUBMITTALS

A. General: Submit the following in accordance with conditions of Contract and Division 01 Specification Sections.

B. Product data for each type of product specified.

1.4 QUALITY ASSURANCE

A. Electrical Component Standard: Components and installation shall comply with NFPA 70 *National Electrical Code*.

B. Electrical components shall be listed and labeled by UL, ETL, CSA, or other approved, nationally recognized testing and listing agency that provides third-party Certification follow-up services.

C. Installation Standard: Installation shall meet or exceed the National Electrical Contractors Association (NECA) Standard of Installation.

D. Manufacturer's Qualifications:

1. The Manufacturer shall not have had less than ten years' experience in manufacturing Strut Support Systems.

2. The Manufacturer must certify in writing all components supplied have been produced in accordance with an established quality assurance program.

E. All Strut Support System components must be supplied by a single manufacturer.

F. Standards:

1. Work shall meet the requirements of the following standards:

a. Federal, State and Local Codes.

b. American Iron and Steel Institute (AISI) Specification for the Design of Cold-Formed Steel Structural Members.

c. American Society for Testing and Materials (ASTM).

d. Underwriters Laboratories (UL).

e. National Electrical Code (NEC).

1.5 PRODUCT DELIVERY, STORAGE, AND HANDLING

A. All material is to be delivered to the work site in original factory packaging to avoid damage to the finish.

B. Upon delivery to the work site, all components shall be protected from the elements by a shelter or other covering.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated in the Work include, but are not limited to, the following:

1. Slotted Metal Angle and U-Channel Systems:

a. American Electric, Kindorf

b. Alstrut

c. Unistrut Diversified Products

d. Power-Strut

e. Thomas & Betts

2.2 COATINGS

A. Dry, Interior Locations: Supports, support hardware, and fasteners shall be protected with zinc coating or with treatment of equivalent corrosion-resistance using approved alternative treatment, finish, or inherent material characteristic. All products installed in dry interior locations shall be hot-dip galvanized, unless otherwise noted.

B. Damp or Wet Locations: Supports, support hardware, and fasteners installed in damp or wet locations, including exterior locations, shall be stainless steel.

2.3 MANUFACTURED SUPPORTING DEVICES

A. Raceway Supports: Clevis hangers, riser clamps, conduit straps, threaded C-clamps with retainers, ceiling trapeze hangers, wall brackets, and spring steel clamps.

B. Fasteners: Types, materials, and construction features, as follows:

1. Expansion Anchors - Carbon steel wedge or sleeve type.

2. Toggle Bolts - All steel springhead type.

3. Power-Driven Threaded Studs - Heat-treated steel, designed specifically for the intended application.

C. U-Channel Systems: Sixteen-gauge channels with 9/16-inch-diameter holes at a minimum of eight inches on center in top surface. Provide fittings and accessories that mate and match with U-channel and are of the same manufacturer.

2.4 ANCHOR METHODS

A. Hollow Masonry: Toggle bolts or plastic conical type expansion anchors.

B. Solid Masonry: Lead expansion anchors or preset inserts.

C. Metal Surfaces: Machine screws, bolts, or welded studs.

D. Wood Surfaces: Wood screws.

E. Concrete Surfaces: Self-drilling anchors or power-driven studs (non-seismic zones).

PART 3 EXECUTION

3.1 EXAMINATION

A. The installer shall inspect the work area prior to installation. If work area conditions are unsatisfactory, installation shall not proceed until satisfactory corrections are completed.

3.2 INSTALLATION

A. Set Strut System components into final position true to line, level and plumb, in accordance with approved Shop Drawings.

B. Anchor material firmly in place. Tighten all connections to their recommended torques.

C. Install supporting devices to fasten electrical components securely and permanently in accordance with NEC requirements.

D. Coordinate with the building structural system and with other electrical installation.

E. Raceway Supports: Comply with the NEC and the following requirements:

1. Conform to manufacturer's recommendations for selection and installation of supports.

2. Strength of each support shall be adequate to carry present and future load multiplied by a safety factor of at least four. Where this determination results in a safety allowance of less than 200 pounds, provide additional strength until there is a minimum of 200 pounds safety allowance in the strength of each support.

3. Install individual and multiple (trapeze) raceway hangers and riser clamps as necessary to support raceways. Provide U-bolts, clamps, attachments, and other hardware necessary for hanger assembly and for securing hanger rods and conduits.

4. Support parallel runs of horizontal raceways together on trapeze-type hangers.

5. Support individual horizontal raceways by separate pipe hangers. Spring steel fasteners may be used in lieu of hangers only for 1-1/2-inch and smaller raceways serving lighting and receptacle branch circuits above suspended ceilings only. For hanger rods with spring steel fasteners, use 1/4-inch-diameter or larger threaded steel. Use spring steel fasteners that are specifically designed for supporting single conduits or tubing.

6. Space supports for raceways in accordance with Table I of this Section. Space supports for raceway types not covered by the above in accordance with NEC.

7. Support exposed and concealed raceway within one foot of an unsupported box and access fittings. In horizontal runs, support at the box and access fittings may be omitted where box or access fittings are independently supported and raceway terminations are not made with chase nipples or threadless box connectors.

8. In vertical runs, arrange support so the load produced by the weight of the raceway and the enclosed conductors is carried entirely by the conduit supports with no weight load on raceway terminations.

F. Miscellaneous Supports: Support miscellaneous electrical components as required to produce the same structural safety factors as specified for raceway supports. Install metal channel racks for mounting disconnects, light fixtures, and other devices.

G. In open overhead spaces, cast boxes threaded to raceways need not be supported separately except where used for fixture support; support sheet metal boxes directly from the building structure or by bar hangers. Where bar hangers are used, attach the bar to the raceways on opposite sides of the box and support the raceway with an approved type of fastener not more than 24 inches from the box.

H. Fastening: Unless otherwise indicated, fasten electrical items and their supporting hardware securely to the building structure, including, but not limited to conduits, raceways, boxes, disconnect switches, and control components in accordance with the following:

1. Fasten by means of toggle bolts on hollow masonry units, concrete inserts or expansion bolts on concrete or solid masonry, and machine screws, welded threaded studs, or spring-tension clamps on steel. Threaded studs driven by a powder charge and provided with lock washers and nuts may be used instead of expansion bolts and machine screws. Do not weld conduit, pipe straps, or items other than threaded studs to steel structures.

2. Holes cut to depth of more than 1-1/2 inches in reinforced concrete beams or to depth of more than 3/4-inch in concrete shall not cut the main reinforcing bars. Fill holes that are not used.

3. Ensure that the load applied to any fastener does not exceed 25 percent of the proof test load. Use vibration-and shock-resistant fasteners for attachments to concrete slabs.

I. General Supporting Installations:

1. Provide appropriate concrete anchors for hanger rods. Rods shall be screwed into or extended through frame construction (with washer and nut). Supports shall secure conduit in place, and shall prevent vibration, provide for expansion and contraction and shall make neat appearance. Strap hangers or chains are not permitted.

2. Electrical raceways 1-1/2-inches and smaller shall be secured with 1-hole malleable iron straps or brackets to walls. Trapeze supports shall be used for groups or parallel raceways with raceways secured to trapeze with approved clamps. Individual runs of raceways 2-inches and larger shall be supported by Clevis type hangers.

3. Provide all steel supports including roof curbs for all equipment provided under this Section.

4. Electrical raceway supports to be spaced on the following maximum centers, unless otherwise required by the NEC:

a. 3/4-inch to 1-inch conduit - 8 feet

b. 1-1/4-inch and larger conduit - 10 feet

5. Provide additional hangers or steel members to distribute the load among two or more structural members when required or directed.

J. Locations:

1. Anchor bolts, sleeves, inserts, hangers, and supports required for the electrical work shall be furnished and installed under Division 26.

2. Coordinate with other trades the location of anchors, sleeves, inserts, and supports and insure that they are properly installed.

3. Openings and sleeves shall be set true to line, level, plumb, and position and shall be set true to line, level, plumb, and position and shall be so maintained during construction. Where sleeves and openings are provided in poured concrete, inspect same during and after concrete is poured to insure proper position and correct any deviation.

K. Hangers and Supports:

1. Provide hangers, angles, channels, and other supports required by field conditions to install items of electrical equipment. Design of supports and methods of fastening to building structure shall be acceptable to the Owner.

2. Use of power-actuated fasteners and devices is permitted in the vertical surfaces of the building only with the following requirements.

   a. For fastening conduits 1-1/2-inch and smaller and lighting fixtures 50 lbs or less.

   b. Load capacity per manufacturers' recommendations.

   c. Fasteners shall be located in the thickest part of the slab.

   d. Devices shall comply with OSHA requirements.

3. Use of lead shield expansion anchors is not permitted.

4. Provide weight-distribution facilities, where required so as not to exceed the load bearing capabilities of floor or walls that bear the weight of, or support, electrical items.

5. For point-of-attachment weight of 100 lbs. or less, fasten items as follows:

   a. On wood, use wood screws.

   b. On concrete and solid masonry that is already in place, use self-drilling concrete anchors or expansion bolt and couplings.

   c. On hollow construction, use toggle bolts.

   d. On structural steel, use beam clamps.

6. Equipment shall not be held in place by its own dead weight. Provide base anchor fasteners in each case.

7. Trapeze type hangers may be used where several conduits are to be installed at the same elevation. The spacing of such trapeze hangers shall be in accordance with the NEC for the smallest conduit in the run.

L. TABLE I: SPACING FOR RACEWAY SUPPORTS

TABLE I: SPACING FOR RACEWAY SUPPORTS			
Raceway Size (Inches)	No. of Conductors in Run	Location	RGS & EMT (Ft.)
		HORIZONTAL RUNS	
3/4	1 or 2	Flat ceiling or wall.	5
3/4	1 or 2	Where it is difficult to provide supports except at intervals fixed by the building construction.	7
3/4	3 or more	Any location.	7
1 & larger	1 or 2	Flat ceiling or wall.	6
1 & larger	1 or more	Where it is difficult to provide supports except at intervals fixed by the building construction.	10
1 & larger	3 or more	Any location.	10
Any	---	Concealed.	10
		VERTICAL RUNS	
1/2, 3/4	---	Exposed.	7
1, 1-1/4	---	Exposed.	8
1-1/2 & larger	---	Exposed.	10
Up to 2	---	Shaftway.	10
2-1/2	---	Shaftway.	10
3 & larger	---	Shaftway.	10
Abbreviations:	EMT	Electrical Metallic Tubing	

	RGS	Rigid Galvanized Steel

3.3 CLEANUP

A. Upon completion of this Section of work, remove all protective wraps and debris. Repair any damage due to installation of this section of work.

3.4 PROTECTION

A. During installation, protect this work from damage.

B. Upon completion of this scope of work, it shall become the responsibility of the General Contractor to protect this work from damage during the remainder of construction on the project and until substantial completion.

END OF SECTION

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RACEWAYS AND BOXES
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SECTION 260533 - RACEWAYS AND BOXES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

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

B. Related Sections include the following:

1. Division 26 Section “Conductors and Cables” for conductors installed in raceways and boxes and conductor terminations.

2. Division 26 Section “Hangers and Supports” for raceways and box supports.

3. Division 26 Section “Wiring Devices” for devices installed in boxes.

1.2 SUMMARY

A. This Section includes raceways, fittings, boxes, enclosures, and cabinets for electrical wiring.

1. Raceways include the following:

a. EMT

b. FMC

c. LFMC

d. RGS

e. Wireways

2. Boxes, enclosures, and cabinets include the following:

a. Device boxes

b. Outlet boxes

c. Pull and junction boxes

d. Cabinets and hinged-cover enclosures

3. Miscellaneous Products include the following:

a. Bushings

1.3 DEFINITIONS

A. EMT: Electrical Metallic Tubing.

B. FMC: Flexible Metal Conduit.

C. LFMC: Liquidtight Flexible Metal Conduit.

D. RGS: Rigid Galvanized Steel Conduit.

1.4 SUBMITTALS

A. Product Data: For raceways, wireways and fittings, hinged-cover enclosures, and cabinets.

1.5 QUALITY ASSURANCE

A. Listing and Labeling: Provide raceways and boxes specified in this Section that are listed and labeled.

1. The Terms "Listed" and "Labeled": As defined in NFPA 70, Article 100

2. Listing and Labeling Agency Qualifications: A "Nationally Recognized Testing Laboratory" as defined in OSHA Regulation 1910.7.

B. Comply with NECA's "Standard of Installation" and NECA 101 “Recommended Practice for Installing Steel Conduits”.

C. Comply with NFPA 70.

1.6 COORDINATION

A. Coordinate layout and installation of raceways and boxes with other construction elements to ensure adequate headroom, working clearance, and access.

B. Verify routing and termination locations of conduits and boxes prior to rough-in.

C. Conduit routing shown on Drawings is only approximate and diagrammatic. Route conduits as required for a complete conduit and wiring system.

D. Coordinate final locations and mounting heights of outlet boxes.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

1. Metal Conduit and Tubing:

a. Allied Tube & Conduit Corporation.

b. Anamet, Inc.; Anaconda Metal Hose.

c. AFC/Monogram Company.

d. Carol Cable Co., Inc.

e. Cole-Flex Corp.

f. Electri-Flex Co.

g. Flexcon, Inc.; Coleman Cable Systems, Inc.

h. Grinnell Co.; Allied Tube and Conduit Div.

i. Monogram Co.; AFC.

j. Spiraduct, Inc.

k. Triangle PWC, Inc.

l. Wheatland Tube Corporation

2. Conduit Bodies and Fittings:

a. American Electric; Construction Materials Group.

b. Crouse-Hinds; Div. of Cooper Industries.

c. Emerson Electric Co.; Appleton Electric Co.

d. Hubbell, Inc.; Killark Electric Manufacturing Co.

e. Lamson & Sessions; Carlon Electrical Products.

f. O-Z/Gedney; Unit of General Signal.

g. Scott Fetzer Co.; Adalet-PLM.

h. Spring City Electrical Manufacturing Co.

i. Thomas & Betts Corporation.

3. Metal Wireways:

a. Hoffman Engineering Co.

b. Keystone/Rees, Inc.

c. Square D Co.

4. Boxes, Enclosures, and Cabinets:

a. American Electric; FL Industries.

b. Butler Manufacturing Co.; Walker Division.

c. Crouse-Hinds; Div. of Cooper Industries.

d. Electric Panelboard Co., Inc.

e. Erickson Electrical Equipment Co.

f. Hoffman Engineering Co.; Federal-Hoffman, Inc.

g. Hubbell Inc.; Killark Electric Manufacturing Co.

h. Hubbell Inc.; Raco, Inc.

i. Lamson & Sessions; Carlon Electrical Products.

j. O-Z/Gedney; Unit of General Signal.

k. Parker Electrical Manufacturing Co.

l. Robroy Industries, Inc.; Electrical Division.

m. Scott Fetzer Co.; Adalet-PLM.

n. Spring City Electrical Manufacturing Co.

o. Thomas & Betts Corp.

p. Woodhead Industries, Inc.; Daniel Woodhead Co.

2.2 METAL CONDUIT AND TUBING

A. Rigid Galvanized Steel Conduit: ANSI C80.1 and UL 6.

B. EMT and Fittings: Hot galvanized steel O.D. with an organic corrosion-resistant I.D. coating. Listed to UL Safety Standard 797 and manufactured in accordance with ANSI C80.3.

1. Fittings: Compression type, NEMA FB1.

C. FMC: Zinc-coated steel.

D. LFMC: Flexible steel conduit with PVC jacket.

E. Fittings: NEMA FB 1; compatible with conduit/tubing materials.

2.3 METAL WIREWAYS

A. Material: Sheet metal sized and shaped as indicated.

B. Fittings and Accessories: Include couplings, offsets, elbows, expansion joints, adapters, hold-down straps, end caps, and other fittings to match and mate with wireways as required for complete system.

C. Select features, unless otherwise indicated, as required to complete wiring system and to comply with NFPA 70.

D. Wireway Covers: Screw-cover type.

E. Finish: Manufacturer's standard enamel finish.

2.4 OUTLET AND DEVICE BOXES

A. Sheet Metal Boxes: NEMA OS 1, galvanized flat-rolled sheet steel.

B. Cast-Metal Boxes: NEMA FB 1, Type FD, cast box, deep type, with gasketed cover, and threaded hubs.

C. Outlet Box Accessories: Provide outlet box accessories as required for each installation, including corrosion-resistant screws, mounting brackets, wallboard hangers, extension rings, fixture studs, cable clamps, and metal straps for supporting outlet boxes which are compatible with outlet boxes being used and fulfilling requirements of individual wiring situations.

2.5 PULL AND JUNCTION BOXES

A. Small Sheet Metal Boxes: NEMA OS 1, galvanized flat-rolled sheet steel.

B. Sheet metal boxes over 12" in any dimension shall comply with the requirements of Article "Enclosures and Cabinets" of this Section.

2.6 BOX EXTENSIONS

A. Prohibited on new construction.

2.7 ENCLOSURES AND CABINETS

A. Hinged-Cover Enclosures: NEMA 250, Type 1 in dry locations, and Type 4 in wet or damp locations, with continuous hinge cover and flush latch.

1. Metal Enclosures: Steel, finished inside and out with manufacturer's standard enamel.

B. Cabinets: NEMA 250, Type 1, galvanized steel box with removable interior panel and removable front, finished inside and out with manufacturer's standard enamel. Hinged door in front cover with flush latch and concealed hinge. Key latch to match panelboards.

Include metal barriers to separate wiring of different systems and voltage, and include accessory feet where required for freestanding equipment.

2.8 BUSHINGS

A. Bushings for 1-inch conduit and smaller shall be self-extinguishing thermoplastic type - 150°C temperature rating.

B. Bushings for 1-1/4" conduit and larger shall be malleable iron body with 150 degrees C insulating ring. Insulating material shall be locked in place and non-removable.

PART 3 EXECUTION

3.1 EXAMINATION

A. Examine surfaces to receive raceways, boxes, enclosures, and cabinets for compliance with installation tolerances and other conditions affecting performance of raceway installation. Do not proceed with installation until unsatisfactory conditions have been corrected.

3.2 RACEWAY AND BOX REQUIREMENTS

A. Conduit Application Schedule:

APPLICATION	CONDUIT TYPE	REMARKS
Damp or wet interior locations.	RGS	Use threaded or rain-tight fittings.
Dry interior locations.	EMT	
Equipment connections in dry or wet interior locations.	LFMC (e.g. Sealtite)	Short lengths only (maximum 6 feet). Use threaded or rain-tight fittings.

B. General Requirements

1. Provide hot-dip Rigid Galvanized Steel Conduit (RGS) per above schedule or as noted on the drawings.

2. Aluminum conduit is prohibited.

C. Fittings:

1. All fittings to match conduit material and to be suitable for the purpose intended. Join conduit with fittings designed and approved for the purpose and make joints tight.

2. Provide expansion fittings with bonding jumpers where conduits cross expansion joints or where otherwise required to compensate for thermal expansion and contraction. Provide expansion fittings in each straight uninterrupted run of surface-mounted conduit, both horizontal and vertical, in excess of 200 feet. Distance between fittings shall not exceed 200 linear feet. The Contractor shall refer to the Architectural Drawings for expansion joint locations.

3. Fasten rigid steel conduit with threaded galvanized steel fittings, double locknuts, and insulated bushings. Insulated bushings shall be OZ/Gedney type "B", or equal.

4. Fasten EMT conduit with concrete-tight or rain-tight compression fittings made from zinc-plated steel. Fittings using set screw or indentations as a means of attachment or made from cast "white metal" are prohibited. All connectors shall have insulated throats.

5. Fasten liquid-tight conduit with fittings incorporating a threaded ferrule, nylon sealing ring, and steel or malleable iron compression nut and body. Furnish Crouse Hinds metallic liquid-tight fittings, or equal.

6. Fasten Flexible Metallic Conduit (FMC) with Thomas & Betts (T&B) "Tite-Bite" insulated connectors, or equal.

7. Watertight fittings shall use a copper base anti-corrosive conductive compound. Provide watertight fittings for conduits in damp/wet locations.

D. Box Locations:

1. Electrical boxes shall accommodate wire pulling, splices, taps, equipment connections and Code compliance.

2. Provide cast box (with threaded hubs) as specified by Owner.

E. Outlet Boxes:

1. Outlet boxes for dry interior locations shall be zinc-coated or cadmium-plated sheet steel boxes suitable for the service and type outlet.

2. Boxes and conduit fittings for damp or wet locations shall be NEMA 4 cast-aluminum, cast steel or cast iron type with threaded hubs for conduit entrance.

3. Extra large boxes shall be provided in accordance with the National Electrical Code where necessary to prevent crowding of wire in the box.

4. Plastic boxes and cast "white metal" boxes classified as NEMA 4 will not be acceptable.

5. All outlet boxes used for supporting fixtures shall be furnished with malleable iron fixture studs of "no-bolt" type secured by locknut. Provide support for boxes occurring in suspended ceilings. Outlets in ceilings directly on bottom of joists shall be supported independent of ceiling construction. Outlets in suspended ceilings shall not be supported from ceiling construction.

6. All boxes, whether outlet, junction, pull, or equipment, shall be furnished with appropriate covers.

7. No sectionalized boxes shall be used.

8. Back-to-back outlet boxes are not permitted. Separate boxes a minimum of 6" in standard walls and a minimum of 2 feet in acoustical walls.

9. Provide factory-made knockout closures for unused openings in outlet boxes.

10. Provide blank coverplates for all unused boxes.

11. For multiple device installations, provide multi-gang boxes. Sectional boxes are not permitted. Provide barrier separation of different voltage conductors in the same box.

12. Provide recessed outlet boxes in finished areas, supported from interior partition studs. Supports are to be stamped steel stud bridges for hollow stud walls and adjustable steel channel fasteners for flush ceiling outlet boxes.

13. Provide back supports for boxes in metal stud walls.

F. Junction and Pull Boxes:

1. Junction and pull boxes shall be furnished and installed as shown or where required to facilitate pulling of wires or cables. Such boxes shall be installed in accessible locations. All boxes for concealed work shall be constructed of 12 gauge USS galvanized sheet steel minimum, unless otherwise specified or indicated and provided with mounting brackets and flat screw covers secured in position by round head brass or stainless steel 300 grade machine screws. Boxes for exterior work shall be cast aluminum or galvanized cast iron type with threaded hubs unless otherwise directed. Gasketed cover plates shall be furnished for outdoor installation.

2. Provide barrier (separators) where different system voltage share the same box.

3. Wherever possible, locate pull and junction boxes above accessible ceilings in finished areas.

4. Pull or junction boxes shall be supported independently of conduit.

3.3 INSTALLATION OF RACEWAYS

A. Install raceways, boxes, enclosures, and cabinets as indicated, according to manufacturer's written instructions.

B. Furnish and install a separate and independent raceway system as shown on the Drawings for each of the various wiring systems including, but not limited to, the following:

Control Wiring
Power 120/208 volt
Power 277/480 volt

C. All raceway systems shall be completely wired as specified herein, shown on drawings and/or required for satisfactory operation of the various systems.

D. Raceways, generally, shall be concealed conduit as specified herein. Where wiring troughs are required or used to facilitate the wiring installation, they shall be equal to Square D Company's Square-Duct and fittings, with hinged cover arranged for total removal, all finished in baked enamel and all components U/L listed. The gutters shall be of ample size to accommodate conductors therein and as required by the NEC.

E. Support all conduit not embedded in concrete or masonry such that strain is not transmitted to outlet boxes and pull/junction boxes, etc. Supports to be sufficiently rigid to prevent distortion of conduits during wire pulling.

F. Minimum Raceway Size:

1. 3/4-inch trade size (DN21)

G. Conduit shall be run concealed wherever possible, within walls, ceilings, or floors, unless otherwise indicated or specified. Where exposed conduits runs are shown or required, they shall be run parallel to building construction and shall be suitably supported at required intervals.

H. Conduit may be run exposed in Boiler/Mechanical rooms and where necessary in unfinished areas. Where conduit is run exposed, it shall be run as close as possible to walls and ceilings and shall not interfere with equipment, ductwork and piping.

I. Keep raceways at least 12 inches (300 mm) away from parallel runs of flues, steam or hot-water pipes and other hot surfaces above 77 degrees F. Install horizontal raceway runs above water and steam piping.

J. Install raceways level and square and at proper elevations. Provide adequate headroom.

K. Complete raceway installation before starting conductor installation.

L. Support raceways as specified in Division 26 Section "Hangers and Supports". Arrange supports to prevent misalignment during wiring installation.

M. Use capped bushings or "push-penny" plugs to prevent foreign matter from entering the conduit system during construction. Clean and plug or cap all conduits left empty for future use.

N. Make bends and offsets so the inside diameter is not reduced. Keep legs of bends in the same plane and straight legs of offsets parallel, unless otherwise indicated.

O. Use raceway fittings compatible with raceways and suitable for use and location.

P. Install exposed raceways parallel to or at right angles to nearby surfaces or structural members, and follow the surface contours as much as practical.

Q. Run parallel or banked raceways together, on common supports where practical.

R. Make bends in parallel or banked runs from same centerline to make bends parallel. Use factory elbows only where elbows can be installed parallel; otherwise, provide field bends for parallel raceways.

S. Join raceways with fittings designed and approved for the purpose and make joints tight.

1. Make raceway terminations tight. Use bonding bushings or wedges at connections subject to vibration. Use bonding jumpers where joints cannot be made tight.

2. Use insulating bushings to protect conductors.

T. Tighten set screws of threadless fittings with suitable tools.

U. Install pull wires in empty raceways. Use 14 AWG zinc-coated steel or monofilament plastic line with not less than 200-lb (90-kg) tensile strength. Leave at least 12 inches (300 mm) of slack at each end of the pull wire.

V. Lubricants for pulling wires shall be approved for use with the types of wire and conduit installed.

W. Use conduit hubs or sealing lock nuts to fasten conduit to boxes in damp and wet locations.

X. Install no more than equivalent of three 90° bends between boxes. Use conduit bodies to make sharp changes in direction, as around beams. Use factory elbows for bends in metal conduit larger than 2 inches (50 mm) in size.

Y. Avoid moisture traps; provide junction box with drain fittings at low points in conduit system.

Z. Die-cast fittings of pot metal will not be accepted.

AA. Conduits shall be free of any burrs, foreign objects, and water prior to conduit installation.

BB. Conduit placed against concrete or masonry above ground shall be fastened to the concrete or masonry with pipe straps or one screw clamp attached to the concrete by means of expansion screw anchors and screws. "Caddy Clip" type hangers or straps will be permitted only in non-exposed areas and restricted to 3/4" conduit.

CC. Rigid conduit or Electrical Metallic Tubing (EMT) shall not be strapped or fastened to equipment subject to vibration or mounted on shock-absorbing bases.

DD. Conduits run to and from cabinets shall be run neatly, in accurate manner and shall emerge from the floors and ceilings at right angles thereto.

EE. Exposed conduit installed on or adjacent to ventilating ducts shall be installed after the ducts are in place, and shall be run from ceiling or wall junction boxes in such manner as to retain accessibility to junction box covers and to permit future removal or replacement of ducts.

FF. Conduits and other electrical items shall not be fastened to, or supported from ventilating ducts but shall be separately supported. The method of supporting and details of the supporting members shall be reviewed by the Owner's Representative. In no case shall screws penetrate the sheet metal of the ducts.

GG. Exposed conduit run on surface shall be supported according to Code and within three feet of each outlet, junction box, or cabinet, by galvanized malleable conduit clamps and clamp backs. Suspended conduits shall be supported every five feet by conduit hangers and round rods, or where two or more conduits are run parallel, by trapeze hangers suitably braced to prevent swaying.

HH. Screws for all exposed work shall be stainless steel, unless otherwise noted.

II. Zinc coated galvanized steel screws may be used for interior dry locations only.

JJ. No running threads shall be cut or used.

3.4 INSTALLATION OF BOXES

A. Provide grounding connections for raceway, boxes, and components as indicated and instructed by manufacturer. Tighten connectors and terminals, including screws and bolts, according to equipment manufacturer's published torque-tightening values for equipment connectors.

B. Provide junction boxes, pull boxes, cable support boxes, and wireways as required for proper installation of the electrical work. Covers shall be accessible. Small junction boxes shall be similar to outlet boxes. Provide barriers (separators) where different system voltage wires share the same box.

C. Pull boxes, cable support boxes, and large junction boxes for indoor use shall be made of Code gauge steel or no less than 12 gauge. Covers shall be held in place with zinc-coated galvanized steel screws. Paint interior and exterior surfaces with rust-inhibitive paint. (Pull boxes and covers shall be hot-dipped galvanized.)

D. Pull boxes shall be installed at all necessary points required to facilitate pulling of wires to prevent injury to the insulation or other damage that might result from pulling resistance or for other reasons necessary for proper installation. Pull box locations shall be approved by the Owner's representative prior to installation.

E. Where boxes are used in connection with exposed conduit, plain covers attached to the box with a suitable number of countersunk flat head machine screws shall be used.

F. Pull boxes with barriers shall have a single cover plate and the barriers shall be of the same gauge as the pull box.

G. Exposed pull boxes will not be permitted in finished spaces.

H. Location of pull boxes shall be coordinated with piping, ductwork, and other equipment so as to permit sufficient clearance for maintenance and access.

I. Each circuit in each pullbox shall be marked with a tag guide denoting panels to which they connect.

J. Outlet boxes shall be provided with suitable covers or plates.

K. Unused knockout holes shall remain closed and those opened by error shall be closed with factory-made knockout seals.

L. Outlet boxes shall not be smaller than required by Code for the number and size of wires to be installed, but in no case shall any box be less than 4” square.

M. Outlet boxes shall be installed true and plumb so that the covers or plates will be level and at uniform elevations for the types of outlets contained.

N. Outlet box locations as indicated shall be considered to be approximate only. Determine exact locations from field instructions and coordinate outlet box locations with the work of other trades.

O. Install junction and pull boxes to be accessible.

P. Install hinged-cover enclosures and cabinets plumb. Support at each corner at minimum.

3.5 INSTALLATION OF TERMINATIONS

A. Where raceways are terminated with lock nuts and bushings, align the raceway to enter squarely, and install the lock nuts with dished part against the box. Where terminations cannot be made secure with one lock nut, use two lock nuts, one inside and one outside of the box.

B. Where terminating in threaded hubs, screw the raceway or fitting tight into the hub so the end bears against the wire protection shoulder. Where chase nipples are used, align the raceway so the coupling is square to the box, and tighten the chase nipple so no threads are exposed.

C. Open ends shall be capped with approved manufactured conduit seals as soon as installed and kept capped until ready to pull in conductors.

D. Where conductors enter a raceway, cabinet, pull box, and junction box, the conductors shall be protected by an insulated bushing providing a smoothly rounded surface.

E. Double lock nuts shall be used at termination of rigid conduit in knock-out openings.

F. Ends of conduits shall be equipped with insulating bushings for 1" and smaller, and insulated metallic bushings for 1-1/4" and larger. Ends of conduit shall be temporarily capped prior to installation and during construction to exclude foreign material.

3.6 FLEXIBLE CONNECTIONS

A. Provide Flexible Metal Conduit (FMC), e.g. Greenfield, in short lengths (maximum 6 feet) for the connection of lighting fixtures, and any vibrating equipment in dry interior locations.

The flexible connections to recessed fixtures and equipment shall be sufficient slack to permit removal of fixture.

B. Provide Liquidtight Flexible Metal Conduit (LFMC), e.g. Sealtite, in short lengths (maximum 6 feet) for the connection of motors and equipment in damp or wet locations as defined in Division 26 Section “Common Work Results for Electrical”.

C. Grounding conductors with green colored insulation shall be extended through all flexible connections including fixture "whips", and fastened to terminals within the first junction boxes on either side of the flexible length.

D. Flexible connections shall be sized per the Contract Drawings, or as required in accordance with Code; the more stringent requirement shall apply.

3.7 PROTECTION

A. Provide final protection and maintain conditions, in a manner acceptable to Manufacturer and Installer that ensure coatings, finishes, and cabinets are without damage or deterioration at the time of Substantial Completion.

B. Repair damage to galvanized finishes with zinc-rich paint recommended by manufacturer.

C. Steel conduit: Conduit that shows corrosion within the guarantee period shall be replaced.

3.8 CLEANING

A. On completion of installation, including outlet fittings and devices, inspect exposed finish. Remove burrs, dirt, and construction debris and repair damaged finish, including chips, scratches, and abrasions.

B. After conduits and accessories have been installed, conduit runs shall be satisfactorily cleared of obstructions and foreign matter. Defects which might damage cable upon installation shall be corrected. Where new conduits installed are connected to existing conduits, the entire run to the nearest box or other termination point shall be cleaned.

END OF SECTION

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SECTION 260553 - ELECTRICAL IDENTIFICATION

PART 1 GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section includes electrical identification materials and devices required to comply with ANSI C2, NFPA 70, OSHA standards, and authorities having jurisdiction.

B. This section includes labeling of all terminations and related subsystems; including, but not limited to, nameplates, wire and cable markers, labeling and identification of equipment and other products.

1.3 SUBMITTALS

A. Product Data: For each electrical identification product indicated.

B. Schedule of Nomenclature: An index of electrical equipment and system components used in identification signs and labels. Provide a schedule of nameplates and stenciling.

1.4 QUALITY ASSURANCE

A. Comply with ANSI C2.

B. Comply with NFPA 70.

C. Comply with ANSI A13.1 and NFPA 70 for color-coding.

D. Comply with applicable EIA/TIA Standards.

E. Comply with OSHA Standards.

PART 2 PRODUCTS

2.1 WIRING DEVICE FACEPLATE LABELS

A. Adhesive Labels:

1. Thermal transfer printable, clear polyester material with glossy finish, 1/2" high, width as required. Printed lettering shall be 1/4" high black text.

2. Labels shall be backed with permanent acrylic adhesive and shall exhibit good adhesion to many metal and other types of surfaces, including textured surfaces and low surface energy plastics.

3. Labels shall be resistant to humidity, temperature and UV light.

4. Labels shall meet requirements of UL 969 *Labeling and Marking Standard* and shall be RoHS compliant.

5. Provide Brady B-432 Series, or approved equal by acceptable manufacturer.

2.2 NAMEPLATES AND SIGNS

A. Safety Signs: Comply with 29 CFR, Chapter XVII, Part 1910.45.

B. General Nameplate Requirements:

1. Use colors prescribed by ANSI A13.1, NFPA 70 and as follows:
   a. Normal Power System: White lettering on black background.

2. Backed with adhesive material formulated for the type of surface, intended use and installed location.

C. Nameplates for Interior Locations:

1. Engraving stock, melamine 3-layer plastic laminate.
2. Minimum 1/16-inch (1.6-mm) thick for signs up to 20 sq. inches (129 sq. cm)
3. Minimum 1/8-inch (3.2-mm) thick for signs larger than 20 sq. inches.

D. Refer to Contract Drawings for typical nameplate details.

E. Refer to Paragraph "Equipment Identification Labels" under Part 3 of this Section for installation requirements.

PART 3 EXECUTION

3.1 INSTALLATION

A. General:

1. Where mixed voltages are used in one building (e.g., 480 volts, 208 volts), each piece of equipment, including but not limited to safety switches, outlet/pull/junction boxes, etc., on each system must be labeled for voltage in addition to other requirements listed herein.

2. Before attaching labels, clean all surfaces with the label manufacturer's recommended cleaning agent.

3. Install all labels firmly, as recommended by the label manufacturer.

4. Labels attached to wiring device faceplates and electrical equipment shall be installed plumb and neatly on all equipment.

5. Install nameplates parallel to equipment lines.

6. Secure nameplates to equipment fronts unless otherwise noted.

7. Embossed tape will not be permitted for any application.

8. Stenciling is prohibited.

9. Labels: All labels shall be permanent and be machine-generated. NO HANDWRITTEN OR NON-PERMANENT LABELS SHALL BE ALLOWED.

10. Label size shall be appropriate for the conductor size(s) and wiring device faceplate layout. All labels to be used shall be self-laminating, white/transparent vinyl and be wrapped around conductor. Flag type labels are not allowed. The labels shall be of adequate size to accommodate the circumference of the cable being labeled and properly self-laminated over the full extent of the printed area of the label.

B. Panelboard Circuit Directories:

1. Panelboards shall have accurate typed circuit directories indicating exactly what each branch circuit serves.

2. The Contractor shall provide up to date circuit directories in existing panelboards, indicating all deletions and additions, and to note the date of all changes on the directory.

3. The circuit directories shall reflect the exact circuit designations. Directories indicating the reference room numbers on the contract drawings or in the panelboard schedule shall not be acceptable.

C. Miscellaneous Identification:

1. Individual circuit breakers in motor control centers: 1/4-inch text (6 mm); identify circuit and load served, including location.

2. Individual circuit breakers, enclosed switches, and motor starters: 1/4-inch text (6 mm); identify load served, circuit and voltage.

3. Junction boxes: 1/4-inch text (13 mm); identify load served, circuit and voltage.

D. Identification Materials and Devices: Install at locations for most convenient viewing without interference with operation and maintenance of equipment.

E. Lettering, Colors, and Graphics: Coordinate names, abbreviations, colors, and other designations with corresponding designations in the Contract Documents or with those required by codes and standards. Use consistent designations throughout Project.

F. Sequence of Work: If identification is applied to surfaces that require finish, install identification after completing finish work.

G. Self-Adhesive Identification Products: Clean surfaces before applying.

H. Circuit Identification Labels on Boxes: Install labels externally.

1. Exposed Boxes: Pressure-sensitive, self-adhesive plastic label on cover.

2. Labeling Legend: Permanent, waterproof listing of panel and circuit number or equivalent.

I. Feeder and Branch-Circuit Conductors: Color-code throughout the secondary electrical system. Refer to Division 26 Section "Conductors and Cables" for additional requirements.

J. Apply identification to conductors as follows:

1. Multiple Power Circuits in the Same Enclosure: Identify each conductor with source, voltage, circuit number, and phase. Use color-coding to identify circuits' voltage and phase.

K. Apply warning, caution, and instruction signs as follows:

1. Warnings, Cautions, and Instructions: Install to ensure safe operation and maintenance of electrical systems and of items to which they connect. Install engraved plastic-laminated instruction signs with approved legend where instructions are needed for system or equipment operation.

L. Equipment Identification Labels: Install on each unit of equipment. Unless otherwise noted, labels/nameplates shall identify equipment designation(s), voltage rating, and source (including source locations). Labels for disconnect switches, motor starters, etc…, shall indicate the designation of the load served as the "equipment designation". In general, labels requiring one or two lines of text shall be 1-1/2 inches high. Labels requiring three lines of text shall be 2 inches high. The first line of text, which shall indicate equipment designation/load served, shall utilize ½ inch high lettering. Remaining lines of text, which shall indicate voltage ratings and source information shall utilize ¼ inch high lettering. Refer to the Drawings for nameplate examples. Apply labels to each unit of the following categories of equipment:

1. Disconnect Switches.

2. Motor Control Center Compartment Doors

3. Motor Controllers.

4. Push-Button Stations.

5. Contactors.

6. Electrical Cabinets and Enclosures.

7. Control Devices.

M. Surfaces shall be cleaned and painted, if specified, before applying markings.

N. Place markings so that they are visible from the floor.

O. Protect finished identification to ensure that markings are clear and legible when project is turned over to the Owner.

END OF SECTION

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SECTION 262726
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SECTION 262726 - WIRING DEVICES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section includes the following:

1. GFCI receptacles.
2. Toggle switches.
3. Device plates.
4. Emergency pushbuttons.

1.3 DEFINITIONS

A. GFCI: Ground-Fault Circuit Interrupter.

B. Pigtail: Short lead used to connect a device to a branch-circuit conductor.

1.4 SUBMITTALS

A. Product Data: For each product specified, indicating configurations, finishes, dimensions, and manufacturer's instructions.

B. Maintenance Data: For materials and products to include in maintenance manuals specified in Division 01.

1.5 QUALITY ASSURANCE

A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction.

B. Comply with NFPA 70.

C. Comply with NECA Standard of Installation.

D. Codes: Provide wiring devices conforming to the following:

1. American National Standards Institute (ANSI): Provide lugs and receptacle devices constructed in accordance with ANSI C73, *Attachment Plugs and Receptacles, Dimensions of.*

2. Institute of Electrical and Electronics Engineers (IEEE): Construct and install wiring devices in accordance with requirements of IEEE 241, *Recommended Practice for Electric Power Systems in Commercial Building.*

3. National Electrical Manufacturers Association (NEMA): Provide wiring devices constructed and configured in accordance with the requirements of

   a. WD1: General Requirements for Wiring Devices

   b. WD5: Special Purpose Wiring Devices

   c. WD6: Wiring Devices - Dimensional Requirements.

4. National Fire Protection Association (NFPA): Comply with NFPA 70, *National Electrical Code*, as applicable to construction and installation of electrical wiring devices.

5. Underwriters Laboratories, Inc. (UL): Provide wiring devices which are UL listed and comply with the requirements of:

   a. 20: General-Use Snap Switches.

   b. 498: Attachments, Plugs and Receptacles

   c. 514A: Metallic Outlet Boxes.

   d. 514B: Fittings for Conduit and Outlet Boxes.

   e. 943: Ground-Fault Circuit Interrupters

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Available Manufacturers: Manufacturers offering products that may be incorporated into the Work include the following. No other manufacturers are acceptable.

1. Wiring Devices:

   a. Hubbell, Inc.; Wiring Devices Div.

   b. Pass & Seymour/Legrand; Wiring Devices Div.

2. Emergency Pushbuttons

   a. Safety Technology International, Inc. (STI)

2.2 GFCI RECEPTACLES

A. General Requirements

1. GFCI receptacles shall have the following basic features:

a. Solid-state ground-fault sensing and signaling.
b. Trip time of 0.025 seconds (nominal).
c. Trip threshold of +/- 5mA.
d. Indicator light that is lighted when device is tripped.
e. Auto-ground clip to assure positive ground.
f. Impact-resistant nylon face and thermoplastic base housing.
g. #10 large head brass terminal and ground screws; back- and side-wired.

B. Duplex GFCI Receptacles

1. Duplex GFCI receptacles shall be extra heavy-duty, specification grade, 20A, 125V.

2. Comply with NEMA WD 1, NEMA WD 6 configuration 5-20R, UL 498 and Federal Specification W-C-596.

3. Hubbell GF20 or Pass & Seymour 2095.

2.3 SWITCHES

A. General Requirements

1. Switches shall have the following basic features:

a. Heavy-gauge one-piece copper alloy contact arm.
b. Fast "make" and positive "break" to minimize arcing.
c. Heavy-duty bumper pads for quiet operation.
d. High strength thermoplastic polycarbonate toggle.
e. Oversized silvery alloy contacts for long life and heat dissipation.
f. Nickel-plated steel strap with integral ground.
g. Auto-ground clip to assure positive ground.

B. Toggle Switches

1. Toggle switches shall be quiet-type, extra heavy-duty, horsepower-rated, industrial grade, 120/277V, 20A: Comply with NEMA WD 1, UL 20 and Federal Specification W-S-896.

2. Hubbell HBL1221 (single-pole), HBL1222 (two-pole), Pass & Seymour PS20AC1 (single-pole) PS20AC2 (two-pole).

C. Lockable Switch Handle Guards

1. Provide handle guards with provisions for padlocking at all toggle switches serving as disconnecting means and where indicated on the Drawings.

2. Handle guards shall be steel construction, and shall mount directly over standard switch faceplates.

3. Provide Square D Class 2510 FL1, or approved equal by listed manufacturer.

2.4 FINISHES

A. Wiring device catalog numbers in Section text do not designate device color. Device colors shall be as follows, unless otherwise indicated elsewhere in the Specifications and Drawings or as required by NFPA or device listing:

1. Wiring Devices connected to Normal Power System: Brown.

2.5 DEVICE PLATES

A. Device plates shall be provided for all switches and receptacles. Device plates shall be as manufactured to fit each type of single device, to fit devices which are ganged together, and they shall be same manufacturer as wiring devices with finish as follows:

1. Material for Unfinished Spaces: Galvanized steel.

2. Plate-Securing Screws: Metal with heads colored to match plate finish.

B. Material for Damp and Wet Locations: Heavy-duty die-cast zinc/aluminum construction with gasketed, hinged lockable lid, designed to be weatherproof while the device is in use, and listed and labeled “extra duty” for use in “wet locations.” All components shall have baked-on electrostatic, polyester, power paint finish for superior corrosion resistance. Covers for receptacles shall be self-closing per UL514C42.3, be equipped with stainless steel springs, and shall have a cam action latch for secure closure. Covers for toggle switches shall be equipped with actuating levers and shall mount directly over the switch. Covers for receptacles shall comply with 2011 NEC Article 406.9(B). Covers for switches shall comply with 2011 NEC Article 404.4.

1. Duplex/GFCI Receptacle - Pass & Seymour Model No. WIUCAST1 or approved equal.
2. Toggle switch – Crouse-Hinds Model No. DS185, or approved equal.

2.6 EMERGENCY PUSHBUTTONS

A. General:

1. Emergency pushbuttons shall be Stopper Station with Bopper Stopper cover, as manufactured by Safety Technology International, Inc. (STI), or approved equal.

B. Features:

1. Button activation shall be Push-to-Activate, Turn-to-Reset.

2. Interchangeable or replaceable Normally Open (N.O.) or Normally Closed (N.C.), Single-Pole, Single-Throw (SPST) gold-plated contact blocks rated for three (3) amps at 600 VAC or one (1) amp at 250VDC.

3. Push buttons shall include three (3) normally closed contacts.

C. Construction:

1. Housing shall be molded of polycarbonate rated for temperature range of -40 degrees to 250 degrees Fahrenheit.

2. Housing color shall be yellow, unless otherwise indicated.

3. Pushbutton shall be provided with stainless steel backplate and matching polycarbonate spacer (as required), both having a 5VA flammability rating.

D. Labeling:

1. Pushbuttons shall be provided with a vinyl label that is customized to suit each application, including, but not limited to the following:

a. “Boiler Shut-Down”

E. Cover

1. Pushbutton covers shall have the following features:

a. Molded from thick clear polycarbonate material.
b. UV stabilized.
c. 94V-2 flammability rating.
d. Stainless steel torsion spring to maintain cover in a closed position.
e. Mounting hardware and gasket.
f. Lifetime guarantee against breakage of polycarbonate from normal use.

F. Quality Assurance

1. Pushbuttons shall be tested and approved or listed by:

a. Underwriter Laboratories (UL) and Canadian Underwriter Laboratories No. S7255.
b. Complies with UL 2017.
c. UL listed for indoor and outdoor use, when used with appropriate weather cover.

2. Pushbuttons shall be ADA Compliant.

G. Warranty

1. Pushbuttons shall be provided with lifetime guarantee against breakage of polycarbonate in normal use.

2. Pushbuttons shall be provided with one year guarantee on electro-mechanical and electronic components.

PART 3 EXECUTION

3.1 EXAMINATION

A. Verification of existing conditions before starting work.

B. Verification of Conditions: Verify that field measurements, surfaces, substrates and conditions are as required, and ready to receive Work.

1. Verify that outlet boxes are installed at proper height.

2. Verify that wall openings are neatly cut and will be completely covered by wall plates.

3. Verify that branch circuit wiring installation is completed, tested, and ready for connection to wiring devices.

C. By beginning Work, accepts conditions and assume responsibility for correcting unsuitable conditions encountered at no additional cost to the Owner.

3.2 INSTALLATION

A. Install devices and assemblies plumb, level, and secure.

B. Arrangement of Devices: Unless otherwise indicated, mount flush, with long dimension vertical, and grounding terminal of receptacles on top or as required by the local Authority Having Jurisdiction.

C. All 15 ampere and 20 ampere, 125 volt and 250 volt, non-locking type receptacles installed in damp or wet locations shall be listed weather-resistant type in accordance with 2011 NEC Article 406.9(A) and 406.9(B) and shall be installed within an enclosure that is weather proof when an attachment plug is inserted.

D. All 15 ampere and 20 ampere, 125 volt, single-phase, non-locking type receptacles installed in the following locations shall have GFCI protection for personnel, in accordance with 2011 NEC Article 210.8(B).

1. Within six (6) feet (1.8m) of sinks, plumbing fixtures and water piping.
2. Indoor wet locations.
3. Boiler Rooms.

E. Where multiple receptacles are indicated on the Contract Drawings as GFCI type receptacles, each device must be a GFCI type receptacle. Protecting standard receptacles downstream from one GFCI receptacle is not acceptable.

3.3 IDENTIFICATION

A. Comply with Division 26 Section “Electrical Identification”.

1. Receptacles: All device plates shall be labeled to identify panelboard and circuit number from which served. Use machine-printed, pressure-sensitive, abrasion-resistant label tape on face of plate and durable wire markers or tags within

outlet boxes. Labels shall be clear with black lettering. Protect label from damage during construction. Replace all damaged and unclear labels.

2. Mark all conductors with the panel and circuit number serving the device at the device.

3. Mark the panel and circuit number serving the device on the back side of the device plate with a permanent marking system, machine-generated, that does not show through the front of the plate.

3.4 CONNECTIONS

A. Connect wiring device grounding terminal to outlet box with bonding jumper.

B. Connect wiring device grounding terminal to branch-circuit equipment grounding conductor.

C. Tighten electrical connectors and terminals according to manufacturers published torque-tightening values. If manufacturers torque values are not indicated, use those specified in UL 486A and UL 486B.

3.5 FIELD QUALITY CONTROL

A. Test wiring devices for proper polarity, continuity, short circuits, and ground continuity. Operate each device at least six times.

B. Test GFCI operation with both local and remote fault simulations according to manufacturer's written instructions.

C. Replace damaged or defective components.

3.6 CLEANING

A. Internally clean devices, device outlet boxes, and enclosures. Replace stained or improperly painted wall plates or devices.

END OF SECTION

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SECTION 262813 - FUSES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section includes the following:

1. Fuses.

B. The Electrical Contractor shall provide a complete set of fuses for all fusible equipment on the project as indicated on the Contract Documents. Final test and inspections shall be made prior to energizing the equipment.

1.3 PERFORMANCE REQUIREMENTS

A. Select fuses to provide appropriate levels of short circuit and overcurrent protection for components such as wire, cable, bus structures, and other equipment. Provide system to ensure that component damage is within acceptable levels during a fault.

B. Select fuses to coordinate with time-current characteristics of other overcurrent protective elements, such as other fuses, circuit breakers, and protective relays. Provide system to ensure that device closest to fault operates.

1.4 SUBMITTALS

A. General: Submit each item in this Article according to the Conditions of the Contract and Division 01 Specification Sections.

B. Product Data for each fuse type specified. Include the following:

1. Descriptive data and time-current curves.

2. Let-through current curves for fuses with current-limiting characteristics

C. Maintenance data for tripping devices to include in the Operation and Maintenance Manual.

D. Record the equipment nameplate rating and actual fuse rating and location of fuses on the record drawings.

1.5 QUALITY ASSURANCE

A. Source Limitations: Obtain fuses from one source and by a single manufacturer.

B. Comply with NFPA 70 for components and installation.

C. Listing and Labeling: Provide fuses specified in this Section that are listed and labeled.

1. The terms *Listed* and *Labeled* as defined in the National Electrical Code, Article 100.

2. Listing and Labeling Agency Qualifications: A *Nationally Recognized Testing Laboratory* (NRTL) as defined in OSHA Regulation 1910.7.

3. Comply with National Electrical Manufacturer's Association NEMA FU-1 *Low Voltage Cartridge Fuses.*

4. Comply with IEC269.

5. Comply with CANENA Standard 248.

6. Comply with UL 198.

1.6 EXTRA MATERIALS

A. Furnish extra materials described below that match products installed, are packaged with protective covering for storage, and are identified with labels describing contents.

1. Spare Fuses: Furnish quantity equal to 20 percent of each 600 ampere and smaller fuse type and size installed, but not less than one (1) set of three (3) of each type and size.

2. Fuse Pullers: Furnish two (2) fuse pullers.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Available Manufacturers: Manufacturers offering fuses that may be incorporated into the Work include the following. No other manufacturers are acceptable.

1. Cooper Industries Inc. Bussmann Div.

2. Mersen (formerly Ferraz Shawmut)

3. Tracor, Inc; Littelfuse, Inc. Subsidiary

B. All fuses shall be of the same manufacturer to assure coordination.

2.2 CARTRIDGE FUSES

A. Characteristics: NEMA FU-1, nonrenewable cartridge fuse; class as specified or indicated; current rating as indicated; voltage rating consistent with circuit voltage.

PART 3 EXECUTION

3.1 EXAMINATION

A. Examine utilization equipment nameplates and installation instructions to verify proper fuse locations, sizes, and characteristics.

B. Do not proceed with installation until unsatisfactory conditions have been corrected.

3.2 FUSE APPLICATIONS

A. Motor Branch Circuits: Class RK1, time delay, 250 Volt Class J, Time Delay 600 Volt, 0-600 Amp, and 300 kA interrupting rating. Time delay fuses shall hold 500% of rated current for a minimum of 10 seconds.

B. Provide fuses of type and rating recommended by equipment manufacturer for packaged and/or specialized equipment.

C. Motor and feeder protection - 600 volts or less; 600 ampere and less - Class RK-1, dual element, time delay, 300 kA interrupting rating.

D. Six hundred ampere or less, for general power circuits: Class J, time-delay, dual element, 300 kA interrupting rating. Time-delay fuses shall hold 500 percent of rated current for a minimum of 10 seconds and shall be UL listed.

E. Fuse sizes for motor protection shall be chosen from fuse manufacturers published data and recommendations.

F. Motor Circuits: All individual motor circuits with full-load ampere ratings (FLA) of 480 amperes or less shall be protected by Dual-Element Time-Delay Fuses.

1. The following guidelines apply for motors protected by properly sized overload relays:

a. Fuses for motors with a marked service factor not less than 1.15 shall be installed in ratings of 125% of motor full-load current (or next size larger if 125 percent does not correspond to a fuse size), except where high ambient temperatures prevail, or where the motor drives a heavy revolving part which cannot be brought up to full speed quickly, such as large fans. Under such conditions, the fuses may be 150 percent to 175 percent of the motor full-load current.

b. For all other motors, (such as 1.0 service factor motors) fuses shall be sized in ratings of 115 percent of the motor full load current (or next size larger if 115 percent does not correspond to a fuse size) except as noted above.

2. The following guidelines apply where fuses are used as the only overload protection for the motor:

a. For motors with a 1.15 service factor or more, fuses should be sized at 125 percent of motor full-load current (or next size smaller if 125 percent does not correspond to a fuse size).

b. For all other motors, fuses should be sized at 115 percent of motor full-load current (or next size smaller, if 115 percent does not correspond to a fuse size.

3.3 INSTALLATION

A. Fuses shall not be installed until equipment is ready to be energized. This measure prevents fuse damage during shipment of the equipment from the manufacturer to the job site, or from water that may contact the fuse before the equipment is installed. Final tests and inspections shall be made prior to energizing the equipment. This shall include a thorough cleaning, tightening, and review of all electrical connections and inspection of all grounding conductors. All fuses shall be furnished and installed by the electrical contractor. All fuses shall be of the same manufacturer.

B. Install fuses in fusible devices as indicated. Arrange fuses so fuse ratings are readable without removing fuse.

C. Provide fuse clips as required.

3.4 IDENTIFICATION

A. Install typewritten labels on inside door of each fused switch to indicate fuse replacement information.

END OF SECTION

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DISCONNECT SWITCHES
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SECTION 262816 – DISCONNECT SWITCHES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section includes individually mounted disconnect switches used for the following:

1. Equipment disconnect switches.

2. Feeder disconnect switches.

3. Motor disconnect switches.

B. Related Sections: The following Sections contain requirements that relate to this Section:

1. Division 26 Section “Wiring Devices” for toggle switches used for disconnect switches.

2. Division 26 Section “Fuses” for fuses in fusible disconnect switches.

C. Provide method of disconnection at all appliances, motors, equipment, etc., as required to comply with NEC (including Article 422-C, and Article 440-D).

1.3 SUBMITTALS

A. General: Submit each item in this Article according to the Conditions of the Contract and Division 01 Specification Sections.

B. Product Data for disconnect switches and accessories specified in this Section. Include the following:

1. Descriptive data.

C. Submit a schedule of equipment to indicate ratings of disconnects, fuses, and other electrical characteristics for each item of equipment.

1.4 QUALITY ASSURANCE

A. Source Limitations: Obtain disconnect switches from one source and by a single manufacturer.

B. Comply with NFPA 70 for components and installation.

C. Listing and Labeling: Provide disconnect switchesspecified in this Section that are listed and labeled.

1. The Terms *Listed* and *Labeled*: As defined in the National Electrical Code, Article 100.

2. Listing and Labeling Agency Qualifications: A *Nationally Recognized Testing Laboratory* (NRTL) as defined in OSHA Regulation 1910.7.

3. Underwriters Laboratories (UL) listed equipment: UL 98 - Enclosed and Dead Front Switches, NEMA 250 - Enclosures for Electrical Equipment.

4. Comply with ANSI and NEMA Standards for materials ratings.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Manufacturers: Subject to compliance with requirements, provide equipment from one of the following manufacturers; no other manufacturers are acceptable.

1. Disconnect/Safety Switches:

a. Square D Company. (Basis of Design)

b. Eaton Corp.; Cutler-Hammer.

c. Siemens Energy & Automation, Inc.

2.2 DISCONNECT SWITCHES

A. Enclosed, Nonfusible Switch: Heavy duty, NEMA KS 1, Type HD, with lockable handle in the *OFF* position. Switch shall be provided with an override screw to permit opening front cover with switch in *ON* position. Minimum fault current rating shall be 200,000 symmetrical rms amperes.

B. Enclosed, Fusible Switch, 800 A and Smaller: Heavy duty, NEMA KS 1, Type HD, clips to accommodate specified fuses, enclosure consistent with environment where located, handle lockable in the *OFF* position, with 2 padlocks, and interlocked with cover in CLOSED position. Switch shall be provided with an override screw to permit opening front cover with switch in *ON* position. Minimum fault current rating shall be 200,000 symmetrical rms amperes.

C. Characteristics: Size, number of poles and ratings as indicated and to match load being served.

D. Enclosure: NEMA KS 1, Type 1, with gray baked enamel finish, unless otherwise specified or required to meet environmental conditions of installed location. Enclosure shall be rated for 200,000 rms symmetrical amperes short circuit current.

1. Wet or Damp Indoor Locations: Type 4.

PART 3 EXECUTION

3.1 INSTALLATION

A. Install disconnect switches in locations as indicated, according to manufacturer's written instructions.

B. Install disconnect switches level and plumb. Provide mounting brackets, wall bracing, and accessories as required.

C. Install wiring between disconnect switches, and associated control and indication devices.

D. Connect disconnect switches and components to wiring system and to ground as indicated and instructed by manufacturer.

1. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. Where manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B.

E. Identify each disconnect switch according to requirements specified in Division 26 Section “Electrical Identification”. All switches shall be provided with laminated plastic labels which clearly identify the equipment served.

1. Each disconnect means shall be legibly marked as required by Code (including all disconnect units for motors, appliances, feeders, and branch(es).

F. Provide fuses for all fusible safety switches as indicated and required by the load being served. Coordinate fuse ratings with mechanical equipment electrical characteristics.

G. Provide disconnect switches for all equipment as indicated and as required by the NEC. Where disconnect switches are specified and furnished with mechanical equipment, install one only. Coordinate devices furnished for mechanical equipment with Division 23 Drawings and Specifications.

H. Disconnect Switches provided shall be suitable for:

1. Circuit application voltage.
2. Circuit application ampacity x 125 percent.
3. One pole, two pole, three pole, solid neutral, ground connection, all as required by item served or as shown on the drawings.

I. Install disconnect switches as indicated, complying with manufacturer's written instructions, applicable requirements of NEC, NEMA, and NECA's *Standard of Installation*, and in accordance with recognized industry practices.

3.2 FIELD QUALITY CONTROL

A. Testing: After installing disconnect switches and after electrical circuitry has been energized, demonstrate product capability and compliance with requirements.

1. Procedures: Perform each visual and mechanical inspection and electrical test stated in NETA ATS, Section 7.5 for disconnect switches.
2. Certify compliance with test parameters.

B. Correct malfunctioning units on-site, where possible, and retest to demonstrate compliance; otherwise, remove and replace with new units and retest.

3.3 ADJUSTING

A. Adjust/replace fuses in disconnect switches if required to properly coordinate with overcurrent protection requirements of equipment served and with upstream and downstream protective devices.

3.4 CLEANING

A. After completing system installation, including outlet fittings and devices, inspect exposed finish. Remove burrs, dirt, and construction debris and repair damaged finish including chips, scratches, and abrasions.

END OF SECTION

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SECTION 262913
MOTOR CONTROLLERS
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SECTION 262913 - MOTOR CONTROLLERS

PART 1 GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section includes AC motor-control devices rated 600 V and less that are supplied as enclosed units.

B. Related Sections include the following:

1. Division 26 Section “Common Work Results for Electrical” for Mechanical - Electrical coordination requirements.

2. Division 26 Section “Common Work Results for Electrical” for general materials and installation methods.

3. Division 26 Section “Electrical Identification” for labeling materials.

1.3 DEFINITIONS

A. CPT: Control power transformer.

B. N.C.: Normally closed.

C. N.O.: Normally open.

D. OCPD: Overcurrent protective device.

1.4 SUBMITTALS

A. Product Data: For products specified in this Section. Include dimensions, ratings, and data on features and components.

B. Maintenance Data: For products to include in the maintenance manuals specified in Division 01.

1.5 QUALITY ASSURANCE

A. Source Limitations: Obtain similar motor-control devices through one source from a single manufacturer.

B. Comply with NFPA 70.

C. Listing and Labeling: Provide motor controllers specified in this Section that are listed and labeled.

1. The Terms *Listed* and *Labeled*: As defined in the National Electrical Code, Article 100.

2. Listing and Labeling Agency Qualifications: A *Nationally Recognized Testing Laboratory* as defined in OSHA Regulation 1910.7.

D. UL Compliance: NEMA ICS 2, *Industrial Control Devices, Controllers and Assemblies.*

1.6 DELIVERY, STORAGE, AND HANDLING

A. Store enclosed controllers indoors in clean, dry space with uniform temperature to prevent condensation. Protect enclosed controllers from exposure to dirt, fumes, water, corrosive substances, and physical damage.

B. If stored in areas subject to weather, cover enclosed controllers to protect them from weather, dirt, dust, corrosive substances, and physical damage. Remove loose packing and flammable materials from inside controllers; install temporary electric heating, with at least 250 W per controller.

1.7 PROJECT CONDITIONS

A. Environmental Limitations: Rate equipment for continuous operation under the following conditions unless otherwise indicated:

1. Ambient Temperature: Not less than minus 22 deg F (minus 30 deg C) and not exceeding 104 deg F (40 deg C).

2. Altitude: Not exceeding 6600 feet (2010 m).

B. Interruption of Existing Electrical Systems: Do not interrupt electrical systems in facilities occupied by Owner or other unless permitted under the following conditions and then only after arranging to provide temporary electrical service according to requirements indicated:

1. Notify Owner no fewer than two days in advance of proposed interruption of electrical systems.

2. Indicate method of providing temporary utilities.

3. Do not proceed with interruption of electrical systems without Owner’s written permission.

4. Comply with NFPA 70E.

1.8 COORDINATION

A. Coordinate features, accessories, and functions of each motor controller with the ratings and characteristics of the supply circuit, the motor, the required control sequence, and the duty cycle of the motor and load.

B. The horsepower rating of all starters shall be checked against actual motor to be controlled, before installation and correct size overload elements shall be provided in all starters based on nameplate and manufacturer's recommendation.

C. Provide all control devices and wiring, where not provided under Division 23, required for all equipment.

D. Motors and controllers shall be provided for voltage and current characteristics as indicated. In the event that equipment provided is of different electrical characteristics than the ones specified, any increase in electrical feeders, conduits, circuit breakers, etc., including increase of labor cost shall be the responsibility of the Contractor.

E. Provide branch circuits for all motors to the starting equipment and then to the motors, complete with all control wiring for automatic and remote control where required or noted. Conduits to motors shall terminate in the conduit fittings on the motors, the final connection being made with Liquid-Tight Flexible Metal Conduit (LFMC), Seal-tight "UA", or approved equal.

F. All conduits and wiring required for control work from the holding coil circuit of the starter, including the furnishing and installation of control devices such as auxiliary contacts, control relays, time delay relays, pilot lights, selector switches, alternators, etc., shall be provided and installed by other trades unless otherwise indicated.

G. Power Branch Circuits: Wire sizes for branch circuits not specifically called for on drawings or in Specifications shall be based on 125 percent of the full load current of the motor unless the voltage drop of motor branch circuits exceeds 1-1/2 percent from the distribution panel to the motor; in which case, voltage drop shall govern wire sizes. A power factor of 80 percent shall be used for motors in such calculations.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Available Manufacturers: Subject to compliance with requirements, supply equipment from one of the following manufacturers. No other manufacturers are acceptable.

1. Square D Company; Groupe Schneider. (Basis of Design).

2. Eaton Corporation; Westinghouse & Cutler-Hammer Products.

3. Siemens Energy and Automation, Inc.

B. All motor controllers shall be NEMA type controllers. IEC type controllers shall NOT be acceptable.

2.2 MANUAL MOTOR SWITCHES

A. Description: NEMA ICS 2, AC general-purpose Class A manually-operated, full-voltage controller for integral horsepower induction motors, without thermal overload unit. Manual motor switches shall be equipped with red pilot light and toggle operator.

Provide size and number of poles as required for a complete installation of the equipment being connected.

B. Enclosure: ANSI/NEMA ICS 6; Type 1 for interior use and Type 4X stainless steel or cast iron for damp or wet locations. Provide flush-mounted enclosures for units located in finished areas. Provide handle guard with locking provisions in the "off" position on all enclosures.

C. Furnish Square D, Class 2510 Type K motor controllers with 2510 FL1 handle guard, or approved equal.

2.3 ENCLOSURES

A. Description: All motor controllers shall be mounted in enclosures, flush or surface mounted as required.

B. Enclosures shall comply with requirements of NEMA 250 – “Enclosures for Electrical Equipment”, and NEMA ICS 6 – “Enclosures Standard”.

C. Enclosures shall be provided in accordance with the following requirements in order to meet environmental conditions at the installed location of each motor controller.

1. Dry, Interior Locations: NEMA Type 1.

2. Damp or Wet Interior Locations: NEMA Type 4.

PART 3 EXECUTION

3.1 APPLICATIONS

A. Select features of each motor controller to coordinate with ratings and characteristics of supply circuit and motor; required control sequence; duty cycle of motor, drive, and load; and configuration of pilot device and control circuit affecting controller functions.

B. Select horsepower rating of controllers to suit motor controlled.

3.2 INSTALLATION

A. Install independently mounted motor-control devices according to manufacturer's written instructions.

B. Location: Locate controllers within sight of motors controlled, unless otherwise indicated.

C. For control equipment at walls, bolt units to wall or mount on lightweight structural-steel channels bolted to wall. For controllers not at walls, provide freestanding racks conforming to Division 26 Section “Hangers and Supports”.

3.3 IDENTIFICATION

A. Identify motor-control components and control wiring according to Division 26 Section “Electrical Identification”.

3.4 CONNECTIONS

A. Tighten connectors, terminals, bus joints, and mountings. Tighten field-connected connectors and terminals, including screws and bolts, according to manufacturer's published torque-tightening values. Where manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B.

3.5 FIELD QUALITY CONTROL

A. Testing: After installing motor controllers and after electrical circuitry has been energized, demonstrate product capability and compliance with requirements.

1. Procedures: Perform each visual and mechanical inspection and electrical test stated in NETA ATS, Sections 7.5 and 7.16. Certify compliance with test parameters.

2. Remove and replace malfunctioning units with new units, and retest.

B. Labeling: On satisfactory completion of tests and related effort, apply a label to tested components indicating test results, date, and responsible organization and person.

C. Pretesting: On completing installation of the system, perform the following preparations for tests:

1. Make insulation resistance test of conducting parts of motor control components; and of connecting supply, feeder, and control circuits. For devices containing solid-state components, use test equipment and methods recommended by the manufacturer.

2. Make continuity tests of circuits.

3. Provide set of Contract Documents to test personnel. Include full updating on final system configuration and parameters where they supplement or differ from those indicated in the original Contract Documents.

4. Provide manufacturer’s instructions for installation and testing of motor control devices to test personnel.

D. Visual and mechanical inspection: Include the following inspections and related work.

1. Motor-Control Device Ratings and Settings: Verify that ratings and settings as installed are appropriate for final loads and final system arrangement and parameters. Recommend final protective-device ratings and settings where differences are found. Use accepted revised ratings or settings to make the final system adjustments. Prepare and submit the load current and overload relay heater list.

2. Inspect for defects and physical damage, NRTL labeling, and nameplate compliance with current project drawings.

3. Exercise and perform operational tests of mechanical components and other operable devices in accordance with manufacturer's instructions.

4. Check tightness of electrical connections of devices with calibrated torque wrench. Use Manufacturer's recommended torque values.

5. Clean devices using Manufacturer's approved methods and materials.

6. Verify proper fuse types and ratings in fusible devices.

E. Electrical Tests: Perform the following in accordance with manufacturer's instructions:

1. Insulation resistance test of motor control devices conducting parts to the extent permitted by the manufacturer's instructions. Insulation resistance less than 100 megohms is not acceptable.

F. Correct deficiencies and retest motor control devices. Verify by the system tests that specified requirements are met.

3.6 CLEANING

A. Remove paint splatters and other spots, dirt, and debris. Touch up scratches and mars of finish to match original finish. Clean devices internally, using methods and materials recommended by manufacturer.

END OF SECTION