

# **Project Manual**

**Bid Number 23B-2276**

**Project Number 22-053**

**Winnebago County  
Juvenile Detention Center  
HVAC Replacement Project  
Rockford, Illinois**



**RICHARD L. JOHNSON  
ASSOCIATES | ARCHITECTS**

4703 Charles Street  
(815) 398-1231

Rockford, IL 61108  
[www.rljarch.com](http://www.rljarch.com)

# **PROJECT MANUAL**

**WINNEBAGO COUNTY BID NO. 23B-2276**

**RLJA PROJECT NO. 2022-053**

## **WINNEBAGO COUNTY JUVENILE DETENTION CENTER HVAC REPLACEMENT PROJECT**

**ROCKFORD, ILLINOIS**



4703 Charles Street      Rockford, IL 61108  
(815) 398-1231      [www.rljarch.com](http://www.rljarch.com)

## **TABLE OF CONTENTS**

### **Pages**

#### **DOCUMENTS**

Title Page .....	1 - 1
Table of Contents .....	1 - 2

#### **DIVISION 00      PROCEDURAL AND CONTRACTING REQUIREMENTS**

Sect. 001113	Advertisement for Bids .....	001113-1 - 2
AIA 701	Instructions to Bidders .....	1 - 8
002213	Supplementary Instructions to Bidders.....	002213-1 - 5
004113	Bid Form.....	004113-1 - 11
	(Documents – Vendor Registration Form, Suspension or Debarment Certification Form, W-9 Request for Taxpayer Identification Number and Certificate, Business References)	

#### **CONDITIONS OF CONTRACT**

AIA 201	General Conditions .....	1 - 40
---------	--------------------------	--------

#### **DIVISION 01      GENERAL REQUIREMENTS**

Sect. 012600	Contract Modification Procedures.....	012600-1 - 2
012900	Payment Procedures.....	012900-1 - 4
013100	Project Management & Coordination.....	013100-1 - 5
013300	Submittal Procedures .....	013300-1 - 3
014200	References .....	014200-1 - 3
015000	Temporary Facilities & Controls .....	015000-1 - 2
016000	Product Requirements.....	016000-1 - 5
017300	Execution .....	017300-1 - 6
017419	Construction Waste Management & Disposal.....	017419-1 - 2
017700	Closeout Procedures .....	017700-1 - 5
017839	Project Record Documents .....	017839-1 - 4

#### **DIVISION 02      EXISTING CONDITIONS**

Sect. 024119	Selective Demolition .....	024119-1 - 5
--------------	----------------------------	--------------

#### **DIVISION 05      METALS**

Sect. 055000	Metal Fabrications .....	055000-1 - 4
--------------	--------------------------	--------------

#### **DIVISION 09      FINISHES**

Sect. 095123	Acoustical Ceilings .....	095123-1 - 5
099113	Painting .....	099113-1 - 4

#### **DIVISION 23      HEATING VENTILATING AND AIR CONDITIONING**

Sect. 230517	Sleeves and Sleeve Seals for HVAC Piping.....	230517-1 - 2
230518	Escutcheons for HVAC Piping.....	230518-1 - 2

230523	Ball Valves for HVAC Piping .....	230523-1	- 6
230529	Hangers and Supports for HVAC Piping & Equipment ..	230529-1	- 8
230553	Identification for HVAC Piping and Equipment .....	230553-1	- 6
230593	Testing, Adjusting and Balancing for HVAC .....	230593-1	- 15
230713	Duct Insulation.....	230713-1	- 9
230719	HVAC Piping Insulation.....	230719-1	- 10
230800	Commissioning of HVAC Systems .....	230800-1	- 6
230923	Direct Digital Control (DDC) System for HVAC.....	230923-1	- 25
230924	Control Valves .....	230924-1	- 8
230926	Pressure Instruments .....	230926-1	- 10
230927	Temperature Instruments .....	230927-1	- 11
230993	Sequence of Operations for HVAC .....	230993-1	- 4
231123	Facility Natural-Gas Piping .....	231123-1	- 9
232113	Hydronic Piping.....	232113-1	- 8
232116	Hydronic Piping Specialties.....	232116-1	- 4
232123	Hydronic Pumps.....	232123-1	- 6
233113	Metal Ducts.....	233113-1	- 11
233300	Air Duct Accessories .....	233300-1	- 7
233346	Flexible Ducts .....	233346-1	- 3
233600	Air Terminal Units.....	233600-1	- 6
233713	Air Diffusers .....	233713-1	- 3
237416	Packaged, Rooftop Air Conditioning Units .....	237416-1	- 13

**DIVISION 26**      **ELECTRICAL**

Sect. 260519	Low Voltage Electrical Power Conductors and Cables ...	260519-1	- 6
260523	Control Voltage Electrical Power Cables .....	260523-1	- 9
260529	Hangers and Supports for Electrical Systems .....	260529-1	- 5
260533	Raceway and Boxes for Electrical Systems.....	260533-1	- 11
260544	Sleeves & Sleeve Seals for Elec. Raceways & Cabling...	260544-1	- 2
260553	Identification for Electrical Systems.....	260553-1	- 6
262726	Wiring Devices .....	262726-1	- 5
262813	Fuses .....	262813-1	- 3
262816	Enclosed Switches and Circuit Breakers.....	262816-1	- 7
262913	Motor Controllers.....	262913-1	- 7
265119	LED Interior Lighting.....	265119-1	- 5

**DIVISION 28**      **ELECTRONIC SAFETY AND SECURITY**

Sect. 284621	Addressable Fire-Alarm Systems.....	284621-1	- 9
--------------	-------------------------------------	----------	-----

**END TABLE OF CONTENTS.**



DIVISION 00- PROCEDURAL & CONTRACTING REQUIREMENTS

**SECTION 001113**  
**ADVERTISEMENT FOR BIDS**

Sealed bids will be received by Winnebago County Purchasing Department, 404 Elm Street Room 202, Rockford, Illinois, 61101 for the Juvenile Detention Center HVAC Replacement Project at 5350 Northrock Drive, Rockford, IL for Winnebago County, Rockford, Illinois.

The Owner's Bid Number is Bid #23B-2276

The project consists of a single Contract for the Juvenile Detention Center HVAC Replacement Project designed by:

Richard L. Johnson Associates Architects, 4703 Charles Street, Rockford, IL 61108, (815) 398-1231.

Bids will be received by Purchasing Department, 404 Elm Street Room 202, Rockford, Illinois, 61101 until **11:00 A.M., Monday, March 6, 2023**. Immediately thereafter, the Bids will be opened in public, read aloud and recorded. Bids will be held good and may not be withdrawn for a period of one hundred and twenty (120) calendar days from date of receipt.

General Contractor Bidders are **required** to attend a **MANDATORY** Pre-Bid meeting, scheduled for **8:30 A.M., Thursday, February 16, 2023** in the Lobby at the Juvenile Detention Center, 5350 Northrock Drive, Rockford, IL 61103. Subcontractors may voluntarily attend the Pre-Bid meeting.

General Contractor Bidders are **required** to make a visit to the site to survey existing conditions. These visits are **MANDATORY** for General Contractor Bidders and a pre-condition for Bidding. Visits **must** be acknowledged on the Bid Form by Bidder.

All requests for clarification and/or interpretations shall be made in writing to the Architect and will be answered by written Addendum, when appropriate.

Commencement of the Work of this Contract shall begin upon County Board approval and be completed in the calendar days per the successful Base Bid.

Owner reserves the right to waive any irregularities and to accept any or reject all bids when in the opinion of the Owner, such action will serve the best interest of the Owner.

Bids on all Work of this Contract shall be subject to the provisions of the Winnebago County Purchasing Ordinance. Each craft, type of worker and mechanic needed to execute the Contract shall be paid the prevailing wage rate for the locality in which the work is performed, in accordance with all Federal laws and laws of the State as well as local ordinances and regulations applicable to the work hereunder and having force of law.

Bidders shall be required to complete all forms included within the Bid Form.

Bid Documents are on file for reference at;

Richard L. Johnson, Associates Architects-Rockford, IL  
Northern Illinois Building Contractors Association-Rockford, IL

Bid Documents may be obtained free of charge from the office of the Architect, Richard L. Johnson Associates Architects, 4703 Charles Street, Rockford, IL 61108. 2 sets of Bidding Documents will be issued to Bidding Contractors.

Bid Documents are also available for **download online** at [www.rljarch.com](http://www.rljarch.com). Complete document request form under "Bid Request" and email it to Char Holmberg at [holmberg@rljarch.com](mailto:holmberg@rljarch.com).

Interpretations may be obtained from

Scott Johnson  
Richard L. Johnson Associates Architects, 4703 Charles St., Rockford, IL 61108.  
Phone (815) 398-1231  
[sjohnson@rljarch.com](mailto:sjohnson@rljarch.com)

By Ann Johns  
Director of Purchasing  
County of Winnebago  
404 Elm Street, Room 202  
Rockford, IL 61101

# **AIA**® Document A701™ – 2018

## **Instructions to Bidders**

for the following Project:

*(Name, location, and detailed description)*

HVAC Replacement Project @  
Juvenile Detention Center  
5350 Northrock Drive  
Rockford, IL 61103

### **THE OWNER:**

*(Name, legal status, address, and other information)*

Winnebago County  
404 Elm Street, Room 202  
Rockford, IL 61101

### **THE ARCHITECT:**

*(Name, legal status, address, and other information)*

Richard L. Johnson Associates, Inc  
4703 Charles Street  
Rockford, IL 61108

## **TABLE OF ARTICLES**

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

### **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.

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

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

## 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 any other bidding forms. The Proposed Contract Documents consist of the unexecuted form of Agreement between the Owner and Contractor and that Agreement's Exhibits, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, all Addenda, and all other documents enumerated in Article 8 of these Instructions.

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

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

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

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

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

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

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

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

## ARTICLE 2 BIDDER'S REPRESENTATIONS

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

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

## ARTICLE 3 BIDDING DOCUMENTS

### § 3.1 Distribution

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

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

§ 3.1.2 Any required deposit shall be refunded to Bidders who submit a bona fide Bid and return the paper Bidding Documents in good condition within ten days after receipt of Bids. The cost to replace missing or damaged paper documents will be deducted from the deposit. A Bidder receiving a Contract award may retain the paper Bidding Documents, and the Bidder's deposit will be refunded.

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

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

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

### § 3.2 Modification or Interpretation of Bidding Documents

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

§ 3.2.2 Requests for clarification or interpretation of the Bidding Documents shall be submitted by the Bidder in writing and shall be received by the Architect at least seven days prior to the date for receipt of Bids.

*(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall submit requests for clarification and interpretation.)*

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

### § 3.3 Substitutions

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

#### § 3.3.2 Substitution Process

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

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

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

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

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

§ 3.3.5 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 Bidders known by the issuing office to have received complete Bidding Documents.

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

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

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

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

**ARTICLE 4 BIDDING PROCEDURES**

**§ 4.1 Preparation of Bids**

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

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

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

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

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

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

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

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

**§ 4.2 Bid Security**

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

*(Insert the form and amount of bid security.)*

§ 4.2.2 The Bidder pledges to enter into a Contract with the Owner on the terms stated in the Bid and shall, 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. In the event the Owner fails to comply with Section 6.2, the amount of the bid security shall not be forfeited to the Owner.

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

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

### § 4.3 Submission of Bids

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

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

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

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

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

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

### § 4.4 Modification or Withdrawal of Bid

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

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

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

*(State the terms and conditions, such as Bid rank, for returning or retaining the bid security.)*

## ARTICLE 5 CONSIDERATION OF BIDS

### § 5.1 Opening of Bids

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

## **§ 5.2 Rejection of Bids**

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

## **§ 5.3 Acceptance of Bid (Award)**

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

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

## **ARTICLE 6 POST-BID INFORMATION**

### **§ 6.1 Contractor's Qualification Statement**

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

### **§ 6.2 Owner's Financial Capability**

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

### **§ 6.3 Submittals**

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

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

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

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

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

## **ARTICLE 7 PERFORMANCE BOND AND PAYMENT BOND**

### **§ 7.1 Bond Requirements**

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



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

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

§ 7.1.4 Unless otherwise indicated below, the Penal Sum of the Payment and Performance Bonds shall be the amount of the Contract Sum.

*(If Payment or Performance Bonds are to be in an amount other than 100% of the Contract Sum, indicate the dollar amount or percentage of the Contract Sum.)*

## § 7.2 Time of Delivery and Form of Bonds

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

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

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

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

## ARTICLE 8 ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS

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

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

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

**DIVISION 00 PROCEDURAL AND CONTRACTING REQUIREMENTS**

**SECTION 002213**

**SUPPLEMENTARY INSTRUCTIONS TO BIDDERS**

**GENERAL**

- A. The standard American Institute of Architects (AIA) Document A701, "Instructions to Bidders," 1997 Edition, attached hereto, shall apply in full except for the modifications and supplementary instructions specified in this Section.
- B. Owner requests Stipulated Sum Base Bids for work contemplated, as covered by the Project Manual and accompanying Drawings.
- C. The laws of Illinois shall govern the solicitation and award of the Contract.

**2.1.3 EXISTING CONDITIONS**

- A. Bidders must visit the site to survey existing conditions. Site visit is a mandatory requirement for General Contractor Bidders and must be acknowledged on Bid Form.
- B. Subcontractors are urged to visit the site to survey existing conditions, but it is not a mandatory requirement for them in submitting prices to General Contractor Bidders.
- C. During the Bidding Period, the site will be available to Bidders' inspection during weekday daytime hours, upon request to:

Shawn Franks: Phone: 815-319-4676.

**2.1.5 PERMITS AND FEES**

- A. The Owner (Winnebago County) will pay for any permit fees required by the City of Rockford.

**2.1.6 TAXES**

- A. Sales Tax: According to Tax Rule #15 (Illinois Retailer's Occupational Tax, 2-1-69), supplies and materials used on this project are exempt from the Retailer's Occupational Tax and therefore said tax shall not be included in bid amounts.
- B. This project is exempt from Federal Excise Tax

**2.1.7 EMPLOYMENT AND WAGES PAID**

- A. Wage Rules:
  - 1. Each craft, type of worker and mechanic needed to execute the Contract shall be paid the prevailing wage rate for the locality in which the work is performed, in accordance with all federal laws and laws of the State as well as ordinances and regulations applicable to the work hereunder and having force of law.
  - 2. If, during the course of the Contract, the Department of Labor revises the prevailing wage rates, the Contractor shall have the sole responsibility and duty to ensure that wages paid, whether to employees of the Contractor or any subcontractor, are paid according to the revised prevailing rates. Revisions of the prevailing wage rates shall not be cause for an increase in the Contract Sum.

3. Each Bidder may obtain a copy of the Prevailing Wage Rates for Winnebago County Purchasing Department from the Illinois Department of Labor.

### **3.2 INTERPRETATION OR CORRECTION OF THE BIDDING DOCUMENTS**

Add to 3.2.2:

- .1 Bidders shall address questions and correspondence to the following for:

Bidding Procedures & General Construction Technical Specifications

Mr. Scott Johnson

Richard L. Johnson Associates Architects

4703 Charles Street

Rockford, Illinois 61108

Phone: (815) 398-1231

Mr. Scott Baier

SDS Engineering

3600 E. State Street

Rockford, Illinois 61108

Phone: (815) 399-3381

### **3.3 SUBSTITUTIONS**

Delete items 3.3.1, 3.3.2, 3.3.3 and 3.3.4 as written and substitute the following:

- 3.3.1 Bids shall be based upon the items, materials and manufacturers indicated by the Specifications and Drawings, with only such modifications as are made by Addenda.
- 3.3.2 Bidders desiring to make substitutions for items indicated by the Drawings, Specifications and Addenda, shall list such proposed substitutions in the Substitutions space included in the Bid Form, together with the amounts to be added to or deducted from their Base Bid should any such proposed substitutions be acceptable. Substitutions so listed will not be a determining factor in the award of the Contract.
- 3.3.3 Materials reviewed by the Architect during the bid period and not mentioned in an Addendum may be listed as substitutions to be considered for inclusion into the Contract.
- 3.3.4 Substitutions initiated by the Contractor and not listed on the Bid Form will NOT be reviewed by the Architect after opening of Bids.

### **4.1 FORM AND STYLE OF BIDS**

Add to 4.1.1

- .1 Bids shall be submitted in triplicate on furnished forms.

#### **4.1.5 ALTERNATE BIDS**

- A. Only such Alternate Bids as are specifically requested on the Bid Form will be considered.
- B. The amount proposed for any Alternate Bid requested shall be held valid for a minimum of 90 days beyond time allowed for withdrawal of bids.

#### **4.1.8 TIME OF PERFORMANCE**

- A. Work shall commence upon notification by the Owner to proceed. Start date on the project will be discussed and determined at the Mandatory Pre-Bid Meeting on February 16<sup>th</sup>, 2023.

B. Work shall be substantially complete in the number of calendar days stated on the Bid Form.

#### **4.2 BID SECURITY**

- A. Bid Security in the amount of 5% of the sum of the Base Bid and all add alternates that can apply shall be submitted with the Bid in the form of a certified check, cashier's check, bank draft, or bid bond from a bonding company with a Best rating of "B" or better, payable to the Owner.

#### **4.3 SUBMISSION OF BIDS**

Add to 4.3.1

- .1 Submit Bids To:  
Ann Johns  
Director of Purchasing  
Room 202  
Winnebago County Administrative Building,  
404 Elm Street, Rockford, Illinois, 61101

Add to 4.3.2

- .1 Bids will be received until 11:00 A.M., Monday, March 6, 2023.

#### **4.3.1 RECEIVING BIDS**

- A. All Bids shall be submitted in a sealed envelope boldly labeled with the words "SEALED BID ENCLOSED FOR **"23B-2276 WINNEBAGO COUNTY JUVENILE DETENTION CENTER HVAC REPLACEMENT PROJECT, ROCKFORD, ILLINOIS"**.
- B. Bids received before the time set for receipt of Bids will be securely kept unopened. No responsibility will attach to the Owner or the Architect for premature opening of a Bid not properly identified.

#### **5.2.2 REJECTION OF BIDS**

- A. The Contract will be awarded to the lowest qualified bidder complying with the conditions of the Bidding Documents, provided that the lowest bid submitted is reasonable and that it is to the interest of the Owner to accept it. Award will not be based on any substitutions other than those solicited in the descriptions of Alternates.
- B. Negligence on the part of the Bidder in preparing his Bid shall confer no right of withdrawal or modification of his Bid after the Bid has been opened.
- C. Bidders may be required to cooperate with the Owner and Architect by providing a detailed breakdown of prices bid in order to show, in the manner and form required by the Architect, the division of costs between the several divisions of the Work.
- D. The Owner reserves the right to reject any and all bids and to waive any irregularities in bids received whenever such rejection or waiver is in the interest of the Owner. The Owner also reserves the right to reject the bid of any bidder who has previously failed to perform properly or complete on time contracts of a similar nature; who is not in a position to perform the contract; or who has habitually and without just cause neglected the payment of bills or otherwise disregarded any obligation to subcontractors, material suppliers or employees. In determining the successful bidder, the following elements,

in addition to those mentioned above, will be considered: Whether the bidder involved

- (a) maintains a permanent place of business;
- (b) has adequate plant equipment to do the work properly and expeditiously;
- (c) has a suitable financial status to meet the obligations incidental to the work; and
- (d) has appropriate technical experience.

- E. In case of a discrepancy between the prices quoted in words and those quoted in numbers, the prices quoted in words shall govern.

### **5.3.1 AWARD OF CONTRACT**

- A. The bidder to whom the award is to be made will be notified at the earliest possible date.
- B. The Bid, if accepted by the Owner, shall be awarded as a single contract to a General Contractor for all work of the project, including all subcontractor's work.

### **7.1 PERFORMANCE BOND AND PAYMENT BOND**

#### **7.1 - Bond Requirements:**

##### **Add Section 7.1.1.1:**

7.1.1.1 - Both a Performance Bond and a Payment Bond will be required, each in an amount equal to 100% of the Contract Sum.

#### **7.2 - Time of Delivery and Form of Bonds:**

Delete the first sentence of Section 7.2.1 and insert the following:

The Bidder shall deliver the required bonds to Owner no later than 10 days after the date of Notice of Intent to Award and no later than the date of execution of the Contract, whichever occurs first. Owner may deem the failure of the Bidder to deliver required bonds within the period of time allowed a default.

Delete Section 7.2.3 and insert the following:

7.2.3 - Bonds shall be executed and be in force on the date of the execution of the Contract

**END SUPPLEMENTARY INSTRUCTIONS TO BIDDERS.**

**BID FORM**

BIDS SUBMITTED BY \_\_\_\_\_

Date \_\_\_\_\_

To: Ann Johns  
Director of Purchasing  
County of Winnebago  
404 Elm Street, Room 202  
Rockford, Illinois 61101

**Gentlemen:**

The undersigned, having become familiar with the local conditions affecting cost of work and with the Bidding Documents, including Advertisement for Bids, Instructions to Bidders, Supplementary Instructions to Bidders, General Conditions, Drawings and Specifications, and Addenda issued thereto, as prepared by Richard L. Johnson Associates, Inc., Architects•Interior Designers, 4703 Charles Street, Rockford, Illinois 61108, hereby agrees to furnish all labor, material and equipment necessary for the Winnebago County Juvenile Detention Center HVAC Replacement Project at 5350 Northrock Drive, Rockford, Illinois for the prices hereinafter stated.

**BASE BID**

The undersigned agrees to complete all the work required, for the sum of:

\_\_\_\_\_ DOLLARS (\$\_\_\_\_\_) )  
and that such work will be substantially complete in the following number of calendar days: \_\_\_\_\_

**ALTERNATE BID #1**

The undersigned agrees to install RTU-1A, RTU-1B and RTU-1C in lieu of RTU-1, for an add to the Base Bid of:

\_\_\_\_\_ DOLLARS (\$\_\_\_\_\_) )

**SUBSTITUTIONS**

*All bids shall be based on the items, materials and manufacturers indicated by the Specifications and Drawings, with only such modifications as are made by Addenda.*

*Bidders desiring to use items other than those indicated by the Drawings, Specifications and Addenda shall list such proposed substitutions in the spaces below, together with the amounts to be added to or deducted from the amount(s) bid should any such proposed substitution be found acceptable after opening of Bids.*

*NOTE: Manufacturers' names and materials reviewed by Architect during bidding period, but not included in an Addendum, must be listed below if said materials are to be considered. NO EXCEPTIONS.*

<u>BRAND OR MODEL SPECIFIED</u>	<u>PROPOSED SUBSTITUTION</u>	<u>ADD</u>	<u>DEDUCT</u>

*NOTICE TO BIDDERS: If sufficient space is not available on this form for the information required, attach typewritten sheets with the necessary information.*



## **SUBCONTRACTORS**

If the undersigned is awarded the Contract, the below listed subcontractors will be employed for their respective parts of the Work.

### **SUBCONTRACT**

### **SUBCONTRACTOR'S NAME**

Demolition Work \_\_\_\_\_

Joint Sealants Work \_\_\_\_\_

Gypsum Board Work \_\_\_\_\_

Acoustical Ceilings \_\_\_\_\_

Painting Work \_\_\_\_\_

Plumbing Work \_\_\_\_\_

HVAC Work \_\_\_\_\_

Electrical Work \_\_\_\_\_

**NOTICE TO BIDDERS:** *The above list of Subcontractors will be required to be completed and submitted with the Bid.*

**ADDENDARECEIVED**

Contractor acknowledges that it incorporates the following Addenda in its Bid.

Addendum #	Date	Addendum #	Date	Addendum #	Date

**PRE-BID MEETING ATTENDANCE**

The undersigned attended the mandatory Pre-Bid Meeting. YES\_\_\_\_NO\_\_\_\_

**SITE INSPECTION**

Existing premises and conditions were checked by an on-site inspection? YES\_\_\_\_NO\_\_\_\_

**ADDITIONAL INFORMATION & FORMS REQUIRED**

Federal Tax Identification Number: \_\_\_\_\_

Contractor's State License Number (if applicable): \_\_\_\_\_

**VENDOR REGISTRATION FORM**

**SUSPENSION/DEBARMENT CERTIFICATION FORM**

**W-9 FORM**

**BUSINESS REFERENCE FORM**

The Undersigned agrees to furnish for the Owner's approval the following information, complete and in the form prescribed, prior to commencement of Work. The Undersigned further agrees that failure to furnish such information will be construed to be an unauthorized deviation by the Undersigned from the Contract Documents and as such will because to withhold any and all payment which may become due Undersigned.

Details of insurance coverages outlined in "Insurance" in the Supplementary Conditions.

Submittal and Material Schedule.

### **NON-COLLUSION AFFIDAVIT**

The Bidder, by its officers and \_\_\_\_\_ agent or representatives present at the time of filing this Bid, being duly sworn, on their oaths say that neither they nor any of them, have in any way, directly or indirectly, entered into any arrangement or agreement with any other Bidder, or with any public officer or the County of Winnebago, Illinois, whereby such affiant or affiants or either of them, has paid or is to pay to such other Bidder or public officer any sum of money, or has given or is to give other Bidder or public officer anything of value whatsoever, or such affiant or affiants or either of them has not, directly or indirectly, entered into any arrangement or agreement with any other Bidder or Bidders, which tends to or does lessen or destroy free competition in the letting of the Contract sought by the attached Bids; that no inducement of any form or character other than that which appears upon the face of the Bid will be suggested, offered, paid, or delivered to any person whomsoever to influence the acceptance of the said Bid or awarding of the Contract; nor has this Bidder any agreement or understanding of any kind whatsoever, with any person, whomsoever to pay, deliver to, or share with any other person in any way or manner, any of the proceeds of the Contract sought by this Bid.

\_\_\_\_\_  
\_\_\_\_\_  
SUBSCRIBED and sworn to before me by \_\_\_\_\_  
this \_\_\_\_\_ day of \_\_\_\_\_ 2023. My Commission Expires \_\_\_\_\_

### **COMMENCEMENT AND COMPLETION OF CONTRACT**

The undersigned agrees, if awarded the Contract, to commence the contract work upon authorization by the Owner and to complete the Work without delay. The undersigned further agrees to execute the Contract in strict accordance with the Contract Documents prepared by Richard L. Johnson Associates, Inc., Architects•Interior Designers, 4703 Charles Street, Rockford, IL 61108.

### **NON-DISCRIMINATION**

The Contractor shall comply the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq., as amended. The Contractor must have a written sexual harassment policy, which meets Illinois State Statutes, 775 ILCS, 15/3.

### **PREVAILING WAGE**

The State of Illinois requires that all wages paid by the Contractor and each subcontractor must be in compliance with The Prevailing Wage Act (820 ILCS 130), as amended. This requires payment of the general prevailing rate for each craft or type of worker, including payment of the general prevailing rate for legal holiday and overtime work. The Illinois Department of Labor publishes the prevailing wage rates on its website. The Contractor must review the wage rates applicable to the work of the contract at regular intervals in order to ensure the timely payment of current wage rates. The Contractor agrees that no additional notice is required. The Contractor must be responsible to notify each subcontractor of the wage rates set forth in this contract and any revisions thereto. A copy of the prevailing wage rates is posted on the County website. If wage rates change during the course of the project, the new rates will be available online at [www.state.il.us/agency/idol](http://www.state.il.us/agency/idol).

If this Bid requires Prevailing Wages: please visit the IDOL website for instructions. It is the responsibility of the Awarded Vendor to submit Certified Payrolls to the State. <https://www2.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-act.aspx>

## EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS ACT

Pursuant to (30 ILCS 570/3) the "Employment of Illinois Workers in Public Works Act," whenever there is "a period of excessive unemployment" in Illinois, defined by any month immediately following two consecutive calendar months during which the level of employment in the state has exceeded 5%, then any person or entity working in a Public Works project for the county shall employ at least 90% Illinois laborers on such project. The County expects all contractors on Public Works projects to abide by this act in addition to prevailing wage until the provisions of this act are lifted by the State of Illinois. More information about the Employment of Illinois Workers on Public Works Act can be found here: <http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=549&ChapterID=7>

## CERTIFIED PAYROLL REQUIREMENTS

The certified payroll records must include for every worker employed on the public works project the name, address, telephone number, social security number, job classification, hourly wages paid in each pay period, number of hours worked each day, and starting and ending time of work each day. These certified payroll records are considered public records and public bodies must make these records available to the public under the Freedom of Information Act, with the exception of the employee's address, telephone number and social security number. Any contractor who fails to submit a certified payroll or knowingly files a false certified payroll is guilty of a Class B misdemeanor.

## HOLD HARMLESS CLAUSE

The successful bidder will agree to indemnify, save harmless and defend the County of Winnebago, its agents, Board members, servants, and employees, and each of them against and hold it and them harmless from any and all lawsuits, claims, demands, liabilities, losses and expenses, including court costs and attorney's fees, for or on account of any injury to any person, or any death at any time resulting from such injury, or any damage to property, which may arise or which may be alleged to have arisen out of or in connection with the work covered by this contract upon award. The foregoing indemnity shall apply except if such injury, death or damage is caused directly by the willful and wanton conduct of the County of Winnebago, its agents, Board members, servants, or employees or any other person indemnified hereunder.

## BID RESPONSE

It is required that the bidder completely read the Bid prior to filling out to become acquainted with terms and conditions of the bid document and merchandise requirements. No relief will be allowed from the bid conditions unless you take written exception to that condition on your bid.

## GENERAL CONDITIONS

This bid shall be firm for at least 150 days after the latest time specified for submission for bids and thereafter until written notice is received from the bidder.

## AWARD OF ORDER

The County will award a purchase order to the lowest responsive, responsible bidder meeting the County's requirements as listed in this document. The County will be the sole judge of acceptability of any products and services offered.

## EXCEPTIONS

The bid speaks for itself. Bidders taking exception to any terms, conditions or specifications of this bid must clearly state in writing such exception(s) either on or with their bid. The County will be the sole judge of the acceptability of any exception noted, and is not bound to consider any bid submitted with exceptions.

## TERMINATION

Failure to comply with the terms and conditions as herein stated shall be cause for cancellation of the contract. The County will give written notice of unsatisfactory performance and the contractor will be allowed thirty (30) days to take corrective action and accomplish satisfactory control. If at the end of the thirty days, the County deems the contractor's performance still unsatisfactory, the contract shall be canceled. The exercise of its right of cancellations shall not limit the County's right to seek any other remedies allowed by law.

The successful bidder will agree that the resulting contract is made subject to available budgetary appropriations and shall not create any obligation on behalf of the County in excess of such appropriations. In the event that no funds or insufficient funds are appropriated and budgeted, this Contract shall terminate without penalty or expense to the County thirty (30) days after written notification of termination from the County.

The successful bidder will agree that pursuant to requirements imposed under Illinois law, the County shall have 120 days after each election of county board members to terminate this Agreement, without cause and without penalty.

## GOVERNING LAW

The contract will be governed by and construed in accordance with the laws of the State of Illinois without regard for the conflict of law provisions. Venue is proper only in the County of Winnebago.

## APPLICABLE CODES AND ORDINANCES

Contractor hereby certifies that all materials used conform to all articles and sections of all current applicable National Building Codes and other relevant construction-related codes. Workmanship and materials shall conform to all local applicable codes and ordinances.

## ASSUMPTION OF RISK

Until the completion and final acceptance by the County of all work under or implied by this Contract, the work shall be under the Contractor's care and charge and he shall be responsible, therefore. Contract shall rebuild, replace, repair, restore and make good all injuries, damages, re-erection, and repairs rendered necessary by causes, of any nature, to all or any portion of the work.

## DRUG FREE WORKPLACE

The Contractor (whether an individual or company) agrees to provide a drug free workplace as provided for in 30 ILCS 580/1 et seq.

## PAYMENT

Original invoices must be presented for payment in accordance with instructions contained on the Purchase Order including reference to Purchase Order number and submitted to the correct address for processing. The County shall pay all invoices pursuant to 50 ILCS 505, "Local Government Prompt Payment Act".

## RESERVATION OF RIGHTS

The County of Winnebago reserves the right to reject any or all bids failing to meet the County's specifications or requirements and to waive technicalities. If in the County of Winnebago's opinion, the lowest bid is not the most responsible bid, considering value received for monies expended, the right is reserved to make awards as determined solely by the judgment of the County of Winnebago. In determining the lowest responsible bidder, the County shall take into consideration the qualities of the articles and services supplied, their conformity with the specifications, and their suitability to the requirements of the County and the delivery terms. Intangible factors, such as the Bidder's reputation and past performance, will also be weighed.

## INSURANCE REQUIREMENTS

The Contractor and Subcontractors or Partners will purchase and maintain insurance for the coverages for a minimum of three (3) years after completion of the Contract.

Upon notice of acceptance of Bid, the successful bidder shall, within fifteen (15) calendar days of said notice, furnish to the Director of Purchasing a certificate of Insurance and provide policy endorsements evidencing specific coverage of the types of insurance in the amounts specified below. Such coverage shall be placed with a responsible company acceptable to Winnebago County licensed to do business in the State of Illinois, and with a minimum insurance rating of A: VII as found in the current edition of A M Best's Key Rating Guide. Each policy shall bear an endorsement precluding the cancellation or reduction of said policies without providing Winnebago County thirty (30) days prior notice thereof in writing. All required insurance shall be maintained by the contractor in full force and effect during the life of the contract, and until all work has been approved and accepted by Winnebago County. The Proposer is responsible for all insurance deductibles and Self-Insured Retentions.

TYPE OF INSURANCE	MINIMUM LIMITS LIABILITY
1. Workers Compensation	Statutory
2. Employers Liability	\$2,000,000
A. Each Accident & Disease	
3. *Commercial General Liability	\$5,000,000
4. *Umbrella Excess Liability (over primary) Retention for Self-Insured Hazards (each occurrence)	\$5,000,000
5. *Business Auto Liability	\$2,000,000

Contractor shall procure an appropriate clause in, or endorsement on, each of its policies for the fire or extended coverage insurance and on all other forms of property damage insurance covering the Contractor's personal property, materials or equipment whereby the insurer waives subrogation or consents to a waiver of right of recovery against Agent and Owner, and having obtained such waiver or subrogation or waiver of the right to recovery, Contractor hereby agrees that it will not make any claim against or seek to recover from Agent or Owner for any loss or damage of property of the type covered by such insurance.

**\*ALSO Required in addition to a Certificate of Insurance are the following Endorsements for BOTH Commercial and Auto Liability:**

1. An Additional Insured Endorsement
2. Waiver of Subrogation for Insurance is Primary and Non-Contributory to additional insured insurance coverage

If any policy or coverage is written as "claims made" then coverage must be maintained for 4 years after project completion.

At all times during the term of the contract, the Proposer and its independent contractors shall maintain, at their sole expense, insurance coverage for the Proposer, its employees, officers and independent contractors, as follows:

- It is the responsibility of Proposer to provide a copy of this BID to their insurance
- It may also be required that the Proposer's insurer and coverage be approved by Winnebago County prior to execution of the Contract.
- No work shall be started until receipt of Certificate of Insurance.



The County of Winnebago shall be named as additionally insured on all certificates of insurance. Insurance certificates shall also reference project name and BID NUMBER. Insurance Certificates with required endorsements should be emailed to [purchasing@purchasing.wincoil.gov](mailto:purchasing@purchasing.wincoil.gov)

The insurance carrier of the insured is required to notify the County of termination of any of these coverage's, prior to the completion of any contract, at least 30 days prior to expiration.

#### CHANGES IN OR TERMINATION OF, INSURANCE COVERAGE

The insurance carrier of the insured is required to notify the County of termination of any of these coverage's, prior to the completion of any contract, at least 30 days prior to expiration.

#### INSURANCE RATING

All the above-specified types of insurance shall be obtained from companies that have at least an A rating in Best's Guide or the equivalent.

#### SURVIVAL OF INDEMNIFICATION

The indemnification described above shall not be limited due to the enumeration of any insurance coverage herein provided, and indemnification shall survive the termination of the Contract.

#### NOTICE OF LAWSUIT

Within 60 days of service of process, the County shall notify the Proposer of any lawsuit involving the indemnification provided for above. Failure to provide such notice shall not relieve the Proposer of its obligation to provide indemnification. However, the County shall be responsible for any additional costs of defense incurred due to their failure to provide such notice within 60 days.

#### CHOICE OF LEGAL COUNSEL

The Proposer shall provide coverage as provided in the contract and retains the right to choose legal counsel subject to the approval of the County, and appointment by the State's Attorney.

#### RIGHTS RETAINED

Notwithstanding the foregoing, nothing contained herein shall be deemed to constitute a waiver of any defenses or immunities otherwise available to the County.

**STATEMENT OF BIDDER'S BUSINESS ORGANIZATION**

This Statement is part of the Proposal for the entire work.

PROJECT \_\_\_\_\_

SUBMITTED BY \_\_\_\_\_

*If the Proposal is submitted by an individual, execute the following form:*

Firm Name \_\_\_\_\_

Owner and Official Address \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2023

By \_\_\_\_\_

*If the Proposal is submitted by a partnership, execute the following form:*

Firm Name \_\_\_\_\_

Firm Address: \_\_\_\_\_

All Partner Names:

\_\_\_\_\_  
\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2023

By \_\_\_\_\_

*If this Proposal is submitted by a corporation, execute the following form:*

Corporate Name \_\_\_\_\_

State and City in which Incorporated \_\_\_\_\_

If incorporated in another state, are you authorized to do business in the  
State of Illinois? Yes \_\_\_\_\_ No \_\_\_\_\_

Name and Address of registered agent in Illinois:

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)

CORPORATE SEAL

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2023

By \_\_\_\_\_ Title \_\_\_\_\_

**NOTE: ALL ENTRIES MUST BE IN INK.**



**CONTRACTOR QUALIFICATION STATEMENT**

Contractor Contact: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**CONTRACTOR MUST SUBMIT THIS BID FORM ALONG WITH REQUESTED SUBMITTALS IN ORDER TO BID ON THIS PROJECT. ANY CHANGES MUST BE SUBMITTED TO WINNEBAGO COUNTY BEFORE BID OPENING ON ANY PROJECT.**

**Submit:**

- 1. Federal Employer Tax Identification Number or Social Security Number:** \_\_\_\_\_
- 2. Contractors State License Number (if applicable):** \_\_\_\_\_
- 3. VENDOR REGISTRATION FORM**
- 4. SUSPENSION/DEBARMENT CERTIFICATION FORM**
- 5. W-9 FORM**
- 6. BUSINESS REFERENCE FORM** will need to be completed

**PLEASE PROVIDE ANSWERS TO THE FOLLOWING:**

YEARS IN BUSINESS \_\_\_\_\_

ANNUAL SALES \_\_\_\_\_

**PROVIDE A BRIEF DESCRIPTION OF YOUR BUSINESS (i.e. General Contractor, construction material supplier, plumbing, electrical, etc.)**

\_\_\_\_\_  
\_\_\_\_\_

**1.01. SIGNATURES**

Authorized signature in affirmation of the above statements and submittals:

\_\_\_\_\_  
(Name of Corporation)

\_\_\_\_\_  
(Authorized Signature) (Title)

\_\_\_\_\_  
(State of Incorporation) (Date)

\_\_\_\_\_  
(Print Name of Signer)

NOTE: This information will be reviewed for each bid to determine contractor eligibility.

**END BID FORM**



# WINNEBAGO COUNTY

ILLINOIS

## VENDOR REGISTRATION FORM

Vendor (or Individual) Legal Name: \_\_\_\_\_

DBA/Alternative Vendor Name: \_\_\_\_\_

ADDRESS(ES)		
	Physical	Remittance, if different from physical
Street 1		
Street 2		
City		
State		
ZIP		

CONTACT(S)		
	Sales Representative	Accounts Receivable
Name		
Phone		
Email		
Web Address		

GENERAL INFORMATION	
Scope of work to be performed or provided: <input type="checkbox"/> Services and/or <input type="checkbox"/> Goods <input type="checkbox"/> Other _____	If Services: <input type="checkbox"/> Legal <input type="checkbox"/> Medical <input type="checkbox"/> Rent/Landlord <input type="checkbox"/> Other _____ Do you have a current contract <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Winnebago County Employee: <input type="checkbox"/> Yes or <input type="checkbox"/> No If yes: <input type="checkbox"/> Current or <input type="checkbox"/> Former Dept. _____	
COUNTY Department/Person requesting your service or goods: _____	

CLASSIFICATION(S)	
If applicable, check those boxes that apply: (All Certifications must be included with this completed form)	
<input type="checkbox"/> Minority-Owned Business:	<input type="checkbox"/> Certified <input type="checkbox"/> Self-Certified
<input type="checkbox"/> Woman-Owned Business:	<input type="checkbox"/> Certified <input type="checkbox"/> Self-Certified
<input type="checkbox"/> Veteran-Owned Business:	<input type="checkbox"/> Certified <input type="checkbox"/> Self-Certified

SIGNATURE	
You affirm the above information is true and correct. Electronic signatures will not be accepted.	
Authorized Signature: _____	Date Signed: _____

OFFICE USE ONLY	
Approved by: _____	Assigned Vendor Number: _____
Verification Completed: <input type="checkbox"/> Sam.gov <input type="checkbox"/> OFAC <input type="checkbox"/> IRS TIN Match <input type="checkbox"/> W-9 Uploaded	Date Entered: _____



# WINNEBAGO COUNTY

— ILLINOIS —

## SUSPENSION/DEBARMENT CERTIFICATION FORM

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$25,000.00. Contractors receiving individual awards for \$25,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting response to this solicitation and signing this form, the Bidder/Proposer certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal, State or local governmental entity, department or agency;
2. Have not within a three-year period preceding this solicitation been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, or convicted of or had a civil judgment against them for a violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding the signing of this certificate had one or more public transactions (Federal, State or local) terminated for cause or default.

If the Bidder/Proposer is unable to certify to any of the statements in this certification, Bidder/Proposer shall attach an explanation to this certification.

Vendor Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

(Print) Name: \_\_\_\_\_ Title of Official: \_\_\_\_\_

Signature Date: \_\_\_\_\_

# Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the  
requester. Do not  
send to the IRS.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor or single-member LLC  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.  <input type="checkbox"/> Other (see instructions) ►	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number to Give the Requester* for guidelines on whose number to enter.

Social security number								
				-				
Or								
Employer identification number								
				-				

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. Form mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign  
Here

Signature of  
U.S. person ►

Date ►

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

~~Form 1099-DIV (dividends, including those from stocks or mutual funds)~~

- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

## BUSINESS REFERENCES

The Bidder must list references for the last three (3) completed projects, listing company, name, address, contact person, telephone number and date of completion. If Bidder is a new business, provide references that will enable the County to determine if Bidder is responsible.

NAME	
CONTACTPERSON	
ADDRESS	
CITY, STATE, ZIP	
TELEPHONE	
EMAIL	

ProjectDates(s)\_\_\_\_\_ProjectValue\_\_\_\_\_

NAME	
CONTACTPERSON	
ADDRESS	
CITY, STATE, ZIP	
TELEPHONE	
EMAIL	

ProjectDates(s)\_\_\_\_\_ProjectValue\_\_\_\_\_

NAME	
CONTACTPERSON	
ADDRESS	
CITY, STATE, ZIP	
TELEPHONE	
EMAIL	

ProjectDates(s)\_\_\_\_\_ProjectValue\_\_\_\_\_

NUMBER OF YEARS IN BUSINESS	
CURRENT NUMBER OF PERSONNEL ON STAFF	

# **AIA® Document A201® – 2007**

## **General Conditions of the Contract for Construction**

### **for the following PROJECT:**

*(Name and location or address)*

HVAC Replacement Project @  
Winnebago County Juvenile Detention Centr  
5350 Northrock Drive  
Rockford, IL 61103

### **THE OWNER:**

*(Name, legal status and address)*

Winnebago County  
404 Elm Street, Room 202  
Rockford, IL 61101

### **THE ARCHITECT:**

*(Name, legal status and address)*

Richard L. Johnson Associates, Inc.  
4703 Charles Street  
*(Paragraphs deleted)*  
Rockford, IL 61108

*(Paragraphs deleted)*

## **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.

### **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.



### **§ 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.

**1.1.9** Where the word "building," "project" or "work" occurs, it shall be construed as applying to all portions of the Work.

**1.1.10** The term "General Work" shall mean the portion of the Work other than Mechanical and Electrical Work.

**1.1.11** The term "Mechanical Work" shall refer to any Plumbing, Heating, Ventilating or Air Conditioning Work described by the Mechanical Drawings and/or Division 15 of the Specifications and includes like work specified in Division 1.

**1.1.12** The term "Electrical Work" shall mean the Electrical Work described by the Electrical Drawings and/or Division 16 of the Specifications and includes like work specified in Division 1.

**1.1.13** The term "General Contractor" shall mean the Contractor as defined in Article 3. The terms "General Contractor," "Plumbing Contractor," "Fire Protection," "Heating Contractor," "Electrical Contractor," etc., may appear in the Construction Documents to help identify responsibilities associated with their respective segments of the Work.

**1.1.15** The term "Engineer" shall mean an engineering professional or entity employed by the Architect, except as stated or clearly implied otherwise.

**1.1.16** The term "provide" shall mean "furnish and install in place" except as stated otherwise.

**1.1.17** The term "equal" shall mean equal in accordance with the determination of the Architect, except as clearly indicated otherwise.

**1.1.18** The terms "approved," "approval," etc., shall refer to approval by the Architect given in writing, except as specifically indicated otherwise.

## **§ 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.

**1.2.1.1** The requirements for how pipes, ducts, cables and conduits are to penetrate walls and partitions, as set forth in Specifications Section 07840 - Firestopping, shall supercede requirements described and/or drawn elsewhere.

**1.2.1.2** Ambiguity or conflict in description of quality or quantity shall be resolved in favor of the better quality or greater quantity.

**1.2.1.3** The Contractor shall provide all work and materials which any section or part of the Drawings, Specifications or Conditions require him to provide regardless of whether such requirement is or is not faithfully repeated in other parts of documents thereof to which the provision might be appropriate.

**1.2.1.4** In all cases where a device, material, unit, or part of equipment is referred to as singular in number, it is intended that such reference shall apply to as many such devices as are required to complete the work referenced.

**1.2.1.5** As is the custom, persons and entities appearing in the Contract Documents may be referred to as though masculine in gender, irrespective of actual gender. When the context so requires, the masculine gender includes the female and/or neuter, and a singular number includes the plural as does the plural the singular.

**1.2.1.6** Where a Specifications Section contains a "Work includes" list, the list shall merely serve as a table of contents for items described in the Section and does not necessarily set the limits of work required.

**1.2.1.7** Where a material is listed only by description, ASTM, or Fed. Spec. numbers, any product meeting or exceeding requirements of such specification will be acceptable if material does not alter details shown on Drawings. If requested by Architect, evidence shall be furnished showing that material meets requirements of the Specifications.

**§ 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.

**1.2.3.1** Acronyms and abbreviations that have well known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

**1.2.3.2** Where reference is made to a standard of a government, manufacturers' association or professional society, the pertinent sections of the latest edition (as of the time of bidding) of the referenced standard shall apply, unless otherwise specified, and shall have the same force and effect as if set forth in full.

## **§ 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** The Owner shall at the written request of the Contractor prior to commencement of the Work and thereafter, furnish to the Contractor reasonable evidence that financial arrangements have been made to fulfill the Owner's obligations under the Contract. Furnishing of such evidence shall be a condition precedent to commencement or condition of the Work. After such evidence has been furnished, 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.

**2.2.5.1** After award of the Contract, the Architect will furnish without charge to the Contractor, 5 complete sets of Contract Drawings and Project Manuals, covering all Divisions of Work.

**2.2.5.2** Contractor may secure extra sets of Drawings, at a cost per set to cover printing and handling, check made payable to the Architect. No refund.

**2.2.5.3** Contractor may secure extra sets of the Project Manual (Specifications) at a cost per set to cover printing and handling, check made payable to the Architect. No refund.

### **§ 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.

**2.3.1** The reasonable cost to be deducted for correcting such deficiencies may also include costs for testing, engineering, accounting, consulting services and attorneys' fees and expenses.

**2.3.2** The Owner's actions pursuant to this subparagraph shall not operate as a release of any obligation of a Surety upon its Performance and Labor and Material Payments Bonds.

### **§ 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.

### **§ 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.

**3.2.5** The Contractor shall advise the Architect of any condition in the Contract Documents that might affect a product's warranty.

### **§ 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 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.

**§ 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.

**3.4.1.1** Where materials are listed by manufacturer and trade name with no qualifying statement, comparable materials of other manufacturers complying with or exceeding the specifications for the named item, as appropriate to the intended use, may be submitted for the Architect's approval by listing the proposed item on the substitutions list found in the Bid Form.

**3.4.1.2** After award of the Contract, substitutions initiated by the Contractor will not be considered except under one of more of the following conditions:

**3.4.1.2.1** Required for compliance with subsequent interpretation of code requirements or insurance regulations.

**3.4.1.2.2** Unavailability of specified products, through no fault of the Contractor.

**3.4.1.2.3** Subsequent information discloses inability of specified products to perform properly or to fit in designated space.

**3.4.1.2.4** When it is clearly seen, in the judgment of the Architect, that a substitution would be substantially to the Owner's best interests, in terms of cost, time or other considerations.

**3.4.1.3** By submitting a substitution, Contractor assumes responsibility for any changes or modifications required in the construction directly related to the substitution as well as in any other items of work affected by such substitution, including warranties, irrespective of Architect's acceptance of the substitution.

**§ 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.

**3.4.3.1** It will be the duty of the Contractor to enforce among all workers directly or indirectly employed by him, all rules that Owner may establish for conduct of workers on premises.

**3.4.4** Criminal Background Checks (ref. Child Sex Offender and Murderer Community Notification Act). Every person employed to perform work at the construction site shall be warranted by the Contractor to have not committed a legal offense that would prohibit such person's employment by the school district, especially with respect to convictions for a child sex offense (105 ILCS 5/10-21.9), unless prior permission is given by the School District Superintendent.

**3.4.4.1** Each such agent or individual so employed shall undergo a criminal background check, including a fingerprint base investigation of the Federal Bureau of Investigation history records database (Public Act 93-0909 - House Bill 3977), by his immediate employer, who shall certify to the Contractor, through such procedures as may be established by the Contractor, that the employer has performed a criminal background check on such person and that according to that check such person has not been convicted of a child sex offense or any other offense that would prohibit such person from becoming an employee of the school district. The certification shall include the name of each individual checked and the date each background check was last performed.

**3.4.4.2** Such certifications shall be updated on a yearly basis by each employer, who shall contact the local law enforcement authority where each employee or agent resides and the Federal Bureau of Investigation history records database to determine if the employee is on the list of registered felons who have committed child sex offenses. The Contractor's certification with the latest updates shall be submitted to the Owner each year, through the Architect.

**3.4.4.3** The Contractor shall be responsible for any fees associated with the criminal background check including the fingerprint based investigation of the Federal Bureau of Investigation history records database.

**3.4.5** Quality of Materials. Unless specifically called for otherwise, all equipment, materials and articles incorporated in the Work are to be of the best grade of their respective kinds for the purpose.

**3.4.5.1** Domestic vs. Foreign Sources of Materials: In order that ready availability of materials, parts, or components for repair, replacement or expansion may be assured, all materials, parts and components shall be obtained where feasible from sources which maintain a regular domestic stock.

**3.4.5.2** Acceptance of Materials: Within 30 days after award of Contract and prior to ordering material and equipment, Contractor shall submit in quadruplicate to Architect a listing of which manufacturers and materials the Contractor intends to incorporate into the Work. When called for by the Architect, he shall also submit related

performance capacities, samples and other pertinent information. Machinery or equipment, materials and articles installed or used without such review shall be at the risk of subsequent rejection.

**3.4.5.3 Anchors and/or Fasteners:** Except as specifically specified or approved otherwise in writing by Architect, anchoring of any component by way of fibrous braid, plastic or other non-metallic expansion shields will not be permitted.

**3.4.6 Quality of Workmanship.** Unless specifically called for otherwise, all workmanship incorporated in the Work is to be of the best grade appropriate to its kind for the purpose.

**3.4.6.1** Work shall be performed by trained experienced personnel, skilled in their various crafts, under supervision of an approved foreman.

### **§ 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.

**3.6.1** Contractor shall also pay unemployment and social security taxes as well as other taxes imposed by local, city, state or federal government. If the tax laws are subsequently amended by legislation during the term of the Contract, the Contractor shall provide the next change caused by such amendment.

### **§ 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.

Subparagraph 3.7.1 of the General Conditions is supplemented by the addition of the following:

**3.7.1** The Owner shall secure and pay for the building permit. Any other permits, fees or notices required shall be secured as part of the work required by the Contract.

**§ 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.

### **§ 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.

**3.9.1.1** The Contractor shall employ a competent Superintendent who shall be in attendance at all times when Work is taking place at the Project Site until Substantial Completion.

**3.9.1.2** The Superintendent employed shall be subject to the Owner's approval. Upon Architect's request, Contractor shall submit for review a written summary of the Superintendent's experience and qualifications.

**3.9.1.3** Each prime subcontractor shall keep a responsible representative on the project throughout the work until all check list items have been accepted by the Architect and the Owner.

**§ 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.

### **§ 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 horizontal bar chart 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.

**3.10.1.1** The Horizontal Bar Chart for the Work shall be posted in the project construction office and shall be brought up to date monthly by the Contractor. Updated bar charts shall include schedule changes for the critical work of all subcontractors. Copies of updated bar charts shall be sent to the Owner and Architect monthly.

**§ 3.10.2** The Contractor shall prepare and keep current, for the architect's approval, a submittal schedule, which is coordinated with the Contractor's construction schedule, and allows the Architect reasonable time to review 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.

### **§ 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 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.

**3.12.11** Only Shop Drawings that have been reviewed by Contractor and Architect shall be used at the job site and all copies shall bear the stamps of both the Contractor and Architect.

**3.12.12** The Architect's stamp shall only indicate general conformance to the design concept and the Contract Documents.

**3.12.13** The Architect reserves the right to withhold action on a submittal that requires coordination with other submittals, until all of the related submittals are submitted. Should a review be delayed for coordination, the Architect will promptly advise the Contractor of the necessity for additional material to be submitted.

**3.12.14** No extension of time to perform the Contract will be authorized because of Contractor's failure to make submissions to Architect in time for the Architect to execute a thorough review. Contractor should 2 weeks for most reviews.

### **§ 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 that would otherwise exist as to a party or person described in this Section 3.18.

**§ 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.

**3.18.3** None of the foregoing provisions shall deprive the Owner or the Architect of any action, right or remedy otherwise available to them or either of them at common law.

**3.18.4** In the event that any party is requested but refuses to honor the indemnity obligations hereunder, then the party indemnifying shall, in addition to all other obligations, pay the cost of bringing any such action, including attorneys' fees, to the party requesting indemnity.

## **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.

§ 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.

### **§ 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.

5.2.1.1 Initial payment requests will not be processed for any of the Work until the list of Subcontractors, as requested on the Bid Form, is complete, submitted and approved.

§ 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 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.

**6.2.2.1** Each contractor shall perform work in proper sequence in relation to that of other contractors. Electrical contractors shall fit their conduit, piping and ductwork into the structure as job conditions may demand. Final decision as to right-of-way and run of pipes, ducts, etc., is reserved by the Architect to make at project coordination meetings.

**6.2.2.2** Each contractor shall cooperate in every way possible to allow for installation of equipment provided by Owner or his Equipment Contractors during the course of construction.

**6.2.2.3** Each contractor and subcontractor shall obtain complete data at site and inspect surfaces that are to receive his work before proceeding with his work; shall be solely responsible for accuracy of measurements and layout of work; shall correct errors or defects due to faulty measurements taken, information obtained, layout, or due to failure to report discrepancies. Work of previous contracts found to be unacceptable to receive work of this contract shall be reported to the Architect by contractors finding such conditions prior to beginning of their work.

**6.2.2.4** Each contractor shall give due notice and proper information to other contractors of any special provisions necessary for the placing and setting of his work coming in contact with work of other contractors. Failing to do so in proper time, he shall be held responsible and shall pay for any and all alterations and repairs necessitated by such neglect.

**6.2.2.5** Each contractor shall furnish all lintels, thimbles, sleeves, hangers, etc., required for his work and not indicated to be furnished under another subcontract. Such items shall be installed in a manner and at such times will not delay or interfere with any other building operations.

**6.2.2.6** Any contractor who installs work improperly coordinated with other trades, either by way of installing work at the wrong time or the wrong items of work or work in the wrong location, shall, at his own expense, do all cutting, fitting, patching, repairing or replacement required to make his work conform to the intent of the design as shown and specified.

§ 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.

## 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.

7.2.2 No contractor shall have the right to prosecute or maintain a suit-at-law to recover for an extra, unless his claim is based upon a written Change Order signed by the Owner.

7.2.3 In addition to information required by the General Conditions, Change Orders shall include itemized breakdowns of labor hours and wages and of materials as well as itemized costs of related accessories, rentals and special services separated out from other costs. Breakdowns shall be organized according to Subcontractors, sub-subcontractors, material suppliers and Contractor.

7.2.4 The combined total of profit and overhead shall be limited to 10% for self-performed work and 5% for non-performed work. Overhead shall include the markup related to a contractor's indirect expenses such as main office operations, field office activities, tools and minor equipment, depreciation, as-built drawings, personnel transport, delay costs and liability insurance. Overhead is not to include what are frequently called "general conditions" items such as rented sheds, rented operating equipment, scaffolding, toilets, snow removal, waste removal, cleaning, permits, fees, surveying, temporary constructions, temporary enclosures, protection, and temporary heat, power and ventilation.

General Contractor is allowed to mark-up subcontractor's cost by 5%.

7.2.5 Charges for field supervision time shall not be allowed as an added expense unless the Change Order includes an extension of the Contract Time.

**7.2.6** Charges for delivery of materials shall not be allowed as an added expense unless the quantity of additional material items exceeds one-half truck load.

### **§ 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 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.

**8.2.1.1** It is hereby understood and mutually agreed, by and between Contractor and Owner, that the date for beginning construction, rate of progress and time for completion of the work of the Contract are essential conditions of the Contract.

**8.2.1.2** Work shall be prosecuted regularly, diligently and uninterruptedly at such rate of progress as will ensure the substantial completion of the work within the required completion time(s) except as otherwise established in the Contract.

**8.2.1.3** Additional costs due to payment of overtime rates shall be deemed to have been included in the Contract Sum and may not be submitted to Owner for additional payment except by prior written agreement.

**§ 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.

**§ 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.

**9.2.1** Allowances and bond charges shall appear separately in the schedule.

### **§ 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.

**9.3.1.3** As soon as possible, the Contractor shall submit to the Owner an estimated draw schedule for each month, based upon the date established for completion of the project.

**9.3.1.4** Contractor's itemized labor and material breakdown shall be submitted to the Architect on Schedule of the Contract Amount forms furnished by the Architect for review and approval prior to submission of first periodic estimate for payment.

**9.3.1.5** Payment requests shall be submitted in triplicate.

**9.3.1.6** Beginning with the first payment request and with each subsequent payment request, the Contractor shall submit 3 notarized waivers of lien for the full amount of the payment request being submitted. Beginning with the second payment request, the Contractor shall submit 3 notarized waivers of lien from each subcontractor/supplier for

whom payment was requested in the previous payment request. These waivers must be received by the Architect in order for subsequent payment to be released.

**§ 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 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.

**9.3.3.1** All material and work paid for by partial payments shall thereupon become the sole property of the Owner; but this provision shall not be construed as relieving the Contractor from the sole responsibility for the care and protection of materials and work upon which payments have been made nor the restoration of damaged work, nor as a waiver of the right of the Owner to require the fulfillment of the terms of the Contract.

#### **§ 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.

9.6.1.1 Owner will make partial payment to Contractor for value, proportionate to amount of Contract, of labor and material incorporated in the Work in any calendar month. Payments will be made on approved periodic estimates submitted in triplicate by Contractor. Materials stored off site in preparation for incorporation into the Work will be paid at a rate of 80% of purchased value.

9.6.1.2 Ten percent (10%) of each payment amount will be retained until completion of the project.

§ 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.

9.6.4.1 Should the Owner fail to approve an Application for Payment for a cause the Owner determines is the fault of the Contractor and not the fault of a particular subcontractor, the Owner may pay such subcontractor directly; and such payment shall not be deemed to create any contractual relationship between the Owner and any subcontractor or to create any rights in the subcontractor against the Owner.

§ 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.

**9.8.2.1** When the Architect determines that the Work or designated portions thereof are substantially complete, the Architect will establish the date of Substantial Completion, as defined hereafter, and the date of acceptance of the Work by the Owner, through the use of a Certificate of Substantial Completion (AIA Doc. G704) and through other closing procedures which the Architect may direct. In any case, the Architect will prepare for submission to the Contractor a list of items to be completed or corrected, called the "punch list". The failure to include any item on the punch list shall not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

**9.8.2.2** On the Certificate of Substantial Completion a time shall be fixed, not to exceed thirty (30) days, within which the Contractor shall finish all items on the final punch list accompanying the Certificate.

**§ 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.

**§ 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.

## **9.8.6 ADDITIONAL SERVICES BY THE ARCHITECT**

**9.8.6.1** After the Certificate of Substantial Completion and punch list are issued to Contractor by Architect, the Architect will make one (1) site visit to review punch list items. This site visit will occur at the agreed upon completion time stated in the Certificate of Substantial Completion or at the Contractor's request which must be made not later than the completion time. If any additional visits by Architect are necessary to ascertain progress on punch list items, the Architect will be paid by the Contractor at the rate of three times direct personnel expense. These costs will be paid directly to the Architect by Contractor and shall be received prior to issue of final Certificate of Payment. The Contractor will be notified prior to the Architect starting this additional service.

## **§ 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.

**9.9.1.1** In addition to all other precautions required by the Contract, such as barricades, signs, warning lights, etc., to make the Work completely safe for public use, the Contractor shall provide and maintain dust-tight barriers to segregate areas occupied before Substantial Completion. Cost of barriers shall be paid by Contractor if Work is behind schedule and by Owner if Work is ahead of schedule.

**9.9.1.2** The Owner moving equipment into areas of the Work will not constitute partial occupancy.

**§ 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 (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.

**§ 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.

**9.10.6** The final payment will be made, including retained percentages, within 45 days after final acceptance of work, provided that the following conditions have been met:

- .1 All punch lists are satisfactorily completed
- .2 All required record drawings, MSDS forms, warranties and guarantees are provided.

**9.10.7** The Contractor and each of his Subcontractors shall keep an accurate, legible, certified record of all payrolls during his project and for three (3) years after acceptance of the work performed and shall make said records available at any time to the Owner and Architect, if so requested. Such copies of payrolls shall be accompanied by proof satisfactory to the Architect and Owner that all bills for materials supplied have been duly paid and by such other data as the Owner may require. The Contractor shall not carry on his payroll employees of a subcontractor, but such employees must be carried on the payroll of the employing subcontractor.

## **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.
- .4 Contractor shall, likewise, protect property the Owner requires to be temporarily stored in the areas of the Work, including furniture and furnishings delivered under separate contracts let by the Owner under Paragraph 6.1.
- .5 Contractor shall, likewise, protect the Owner's property in the areas of the Work, including furnishings, equipment and sundries, except items designated for disposal.

§ 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.

§ 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.

#### § 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.



**11.1.2.1** During the term of the Contract, the Contractor shall, at his own expense, purchase and maintain the following insurance in companies properly licensed and satisfactory to Owner.

**11.1.2.2** Workmen's Compensation including Occupational Disease and Employer's Liability Insurance:

- .1 State: Statutory amounts and coverage as required by Workmen's Compensation Laws.
- .2 Employer's Liability: \$500,000/\$500,000/\$500,000

**11.1.2.3** Commercial/Comprehensive General Liability: Include coverage for direct operations, sublet work, contractual liability, completed operations and products liability, with limits not less than those stated below, which insurance shall fully protect the Contractor from claims for damages for bodily injury including accidental death, as well as claims for property damage and loss of use of property which may arise from activities under or incidental to the Contract, whether such activities be by the Contractor or any of his subcontractors, or by anyone directly or indirectly employed or otherwise contracted by any of them.

For Commercial Policies, the limits shall be:

- \$1,000,000 general aggregate
- \$2,000,000 products - completed/operations aggregate

For Comprehensive Policies the Combined Single Limits for Bodily Injury and Property Damage shall be:

- \$1,000,000 each occurrence
- \$2,000,000 aggregate

Policy shall be endorsed to have General Aggregate apply to this project only.

**11.1.2.4** Personal Injury:

- \$1,000,000 aggregate

**11.1.2.5** Comprehensive Automobile Liability: Include coverage for owned, non-owned and hired vehicles - with limits not less than those state below:

Combined Single Limits for Bodily Injury and Property Damage:

- \$1,000,000 each person
- \$1,000,000 each occurrence

**11.1.2.6** Property Damage: Include Broad Form Property Damage; that is, remove "XCU" exclusions (explosion, collapse, underground property damage.)

**11.1.2.8** Umbrella Excess Liability: \$5,000,000 over primary insurance with no more restrictions than primary policies.

**11.1.2.10** Proof of insurance shall be submitted to Owner on Standard ACORD Certificate of Insurance; and all certificates and policies shall indicate that the carrying company will not cancel without giving the Owner notice in writing ten (10) days prior to date cancellation is to become effective.

**11.1.2.11** Contractor shall protect himself by requiring his subcontractors to maintain workmen's compensation insurance and insurance of the same kind in amounts specified above.

**11.1.2.12** Contractor shall carry sufficient comprehensive insurance on his equipment at site of Work and en route to and from site to fully protect him; Contractor shall require same coverage of his subcontractors. It is expressly understood and agreed that Owner and/or Architect shall have no responsibility therefore.

**§ 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. 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. The Contractor shall provide written notification to the Owner of the cancellation or expiration of any insurance required by Section 11.1. The Contractor shall provide such written notice within five (5) business days of the date the Contractor is first aware of the cancellation or expiration or is first aware that the cancellation or expiration is threatened or otherwise may occur, whichever comes first.

**§ 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.

## **§ 11.3 PROPERTY INSURANCE**

**§ 11.3.1** 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.

**11.3.1.6** This insurance will be purchased and maintained by Owner and shall be subject to a maximum of \$1,000.00 deductible and all losses falling within the scope of the deductible amount shall be borne by the Contractor.

**11.3.1.7** This insurance will not cover equipment such as tools owned by mechanics, or tools, sheds, hoists, canvasses, tarpaulins, mixers, scaffolding, staging and towers owned or rented by Contractor.

**11.3.1.8** A copy of the insurance certificate for this coverage will be furnished to the Architect and Contractor upon purchase of the policy by the Owner. Any additional details about the policy's provisions will be promptly furnished by the Owner upon written request.

**11.3.1.9** At the Contractor's option and expense, he may carry insurance not included under Property Insurance for coverage on equipment and materials that are in his possession for this project. See Article **REPLACEMENT OF BROKEN GLASS** in Specifications Section 01500 - *Special Requirements*.

#### **§ 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 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. The Owner shall provide written notification to the Contractor of the cancellation or expiration of any insurance required by Sections 11.2 and 11.3. The Owner shall provide such written notice within five (5) business days of the date the Owner is first aware of the cancellation or expiration or is first aware that the cancellation or expiration is threatened or otherwise may occur, whichever comes first.

#### **§ 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 requires 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 Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished to the Owner.

11.4.3 Contractor shall furnish through a surety company Performance and Labor and Material Payment Bonds in an amount not less than the full amount of his Contract as security for the duration of the Contract and for 12 months after date of acceptance of the Work.

11.4.4 Premium for bonds shall be paid for by Contractor. Surety company shall use the American Institute of Architects Form A-312, which will be provided by the Architect to the successful contractor. The surety company must have a Best rating of "B" or better, must be licensed to do business in Illinois and must be acceptable to Owner and Architect. The bond form shall incorporate by reference all the Contract Documents as defined in the General Conditions.

### 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.

**12.2.6** Approval of any material or work at any stage of construction will not prevent its subsequent rejection for cause.

**12.2.7** No election by the Owner to correct work shall constitute a waiver of any obligation of a surety upon its Performance and Labor and Material Payment Bonds.

#### **§ 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 affected 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.

**13.5.1.1** The testing and inspection agencies will be hired by the Contractor except as specified otherwise in the various Sections of the Specifications. The laboratory or inspection agency shall meet approval of the Architect/Owner and will perform or cause to be performed the tests indicated, to determine if specified results have been obtained.

**13.5.1.2** The contractor shall prepare a testing schedule indicating the types of tests required by the Specifications and the times at which the tests need to be performed so as not to delay the work. The Contractor shall update the schedule as necessary and shall deliver copies to the Owner, Architect and the testing/inspection agencies.

**13.5.1.3** The Contractor shall cooperate with testing/inspection agencies in all regards.

**§ 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 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.

#### § 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.



## **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, except payments relating to the claim

**15.1.3.1** Nothing in the requirements of the Subparagraph shall require the Owner to pay to the Contractor any sum claimed for work performed until the dispute involving the Claim sum is finally resolved.

#### **§ 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.

**§ 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.

**15.2.4.1** Failure to comply with the Architect's requests, as stated, shall be considered a waiver of the Claim.

**§ 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.

§ 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 All provisions throughout the General Conditions that establish Arbitration shall be deleted and shall form no part of the General Conditions of the Contract.

*(Paragraphs deleted)*

## § 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.

## ARTICLE 16 EQUAL OPPORTUNITY

### 16.1 POLICIES OF EMPLOYMENT TO BE MAINTAINED BY CONTRACTOR

16.1.1 The Contractor and all subcontractors shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin or age. The Contractor shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, sex, national origin or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available for employees and applicants for employment, notices setting forth the policies of non-discrimination.

16.1.2 The Contractor and all subcontractors shall, in all solicitations or advertisements for employees placed by them or on their behalf, state that all qualified applications will receive consideration for employment without regard to race, religion, color, sex, national origin or age.

## ARTICLE 17 WAGE RATES

### 17.1 STATE OF ILLINOIS NEW PREVAILING WAGE ACT REQUIREMENTS

17.1.1 Effective August 10, 2005 the General Assembly amended the Prevailing Wage Act shown below.

#### .1 Sec. 5 Certified Payroll:

a) Any contractor and each subcontractor who participates in public works shall:

.1.1 make and keep, for a period of not less than 3 years from the date of the last payment made before January 1, 2014 (the effective date of Public Act 98-328) and for a period of 5 years from the date of the last payment made on or after January 1, 2014 (the effective date of Public Act 98-328) on a contract or subcontract for public works, records of all laborers, mechanics, and other workers employed by them on the project; the records shall include (i) the worker's name, (ii) the worker's address, (iii) the worker's telephone number when available, (iv) the worker's social security number, (v) the worker's classification or classifications, (vi) the worker's gross and net



wages paid in each pay period, (vii) the worker's number of hours worked each day, (viii) the worker's starting and ending times of work each day, (ix) the worker's hourly wage rate, (x) the worker's hourly overtime wage rate, (xi) the worker's hourly fringe benefit rates, (xii) the name and address of each fringe benefit fund, (xiii) the plan sponsor of each fringe benefit, if applicable, and (xiv) the plan administrator of each fringe benefit, if applicable; and

**.1.2** no later than the 15<sup>th</sup> day of each calendar month file a certified payroll for the immediately preceding month with the public body in charge of the project. A certified payroll must be filed for only those calendar months during which construction on a public works project has occurred. The certified payroll shall consist of a complete copy of the records identified in paragraph (1) of this subsection (a), but may exclude the starting and ending times of work each day. The certified payroll shall be accompanied by a statement signed by the contractor or subcontractor or an officer, employee, or agent of the contractor or subcontractor which avers that: (i) he or she has examined the certified payroll records required to be submitted by the Act and such records are true and accurate; (ii) the hourly rate paid to each worker is not less than the general prevailing rate of hourly wages required by this Act; and (iii) the contractor or subcontractor is aware that filing a certified payroll that he or she knows to be false is a Class A misdemeanor. A general contractor is not prohibited from relying on the certification of a lower tier subcontractor, provided the general contractor does not knowingly rely upon a subcontractor's false certification. Any contractor or subcontractor subject to this Act and any officer, employee, or agent of such contractor or subcontractor whose duty as such officer, employee, or agent it is to file such certified payroll who willfully fails to file such a certified payroll on or before the date such certified payroll is required by this paragraph to be filed and any person who willfully files a false certified payroll that is false as to any material fact is in violation of this Act and guilty of a Class A misdemeanor. The public body in charge of the project shall keep the records submitted in accordance with this paragraph (2) of subsection (a) before January 1, 2014 (the effective date of Public Act 98-328) for a period of not less than 3 years, and the records submitted in accordance with this paragraph (2) of subsection (a) on or after January 1, 2014 (the effective date of Public Act 98-328) for a period of 5 years, from the date of the last payment for work on a contract or subcontract for public works. The records submitted in accordance with this paragraph (2) of subsection (a) shall be considered public records, except an employee's address, telephone number, and social security number, and made available in accordance with the Freedom of Information Act. The public body shall accept any reasonable submissions by the contractor that meet the requirements of this Section. A contractor, subcontractor, or public body may retain records required under this Section in paper or electronic format.

(b) Upon 7 business days' notice, the contractor and each subcontractor shall make available for inspection and copying at a location within this State during reasonable hours, the records identified in paragraph (1) of subsection (a) of this Section to the public body in charge of the project, its officers and agents, the Director of Labor and his deputies and agents, and to federal, State, or local law enforcement agencies and prosecutors.

(c) A contractor or subcontractor who remits contributions to fringe benefit funds that are jointly maintained and jointly governed by one or more employers and one or more labor organizations in accordance with the federal Labor Management Relations Act shall make and keep certified payroll records that include the information required under items (i) through (viii) or paragraph (1) of subsection (a) only. However, the information required under items (ix) through (xiv) of paragraph (1) of subsection (a) shall be required for any contractor or subcontractor who remits contributions to a fringe benefit fund that is not jointly maintained and jointly governed by one or more employers and one or more labor organizations in accordance with the federal Labor Management Relations Act.

(Source: P.A. 97-571, eff. 1-1-12; 98-328, eff. 1-1-14; 98-482, eff. 1-1-14; 98-756, eff. 7-16-14.)

(820 ILCS 130/5.1)

Sec. 5.1. Electronic database. Subject to appropriation, the Department shall develop and maintain an electronic database capable of accepting and retaining certified payrolls submitted under this Act. The database shall accept certified payroll forms provided by the Department that are fillable and designed to accept electronic signatures. (Source: P.A. 98-482, eff. 1-1-14.)

**17.1.2** Each craft, type of worker and mechanic needed to execute the Contract shall be paid the prevailing wage rate, in accordance with all federal laws and laws of the State as well as local ordinances and regulations applicable to the work hereunder and having force of law, according to the locality in which the work is performed.

**17.1.3** If, during the course of the Contract, the Department of Labor revises the prevailing wage rates, the Contractor shall have the sole responsibility and duty to ensure that wages paid, whether to employees of the Contractor or any

subcontractor, are paid according to the revised prevailing rates. Revisions of the prevailing wage rates shall not be cause for an increase in the Contract Sum.

**17.1.4** Refer to Supplementary Instructions to Bidders for the Prevailing Wage Rates required for Winnebago County.

**END OF GENERAL CONDITIONS**

Init.

/

**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.

**1.3 MINOR CHANGES IN THE WORK**

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

**1.4 PROPOSAL REQUESTS**

- A. Owner-Initiated Proposal Requests: Architect 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. Work Change Proposal Requests issued by Architect are not instructions either to stop work in progress or to execute the proposed change.
  - 2. Within time specified in Proposal Request or 10 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.
- 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 Architect.

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.

#### 1.5 CHANGE ORDER PROCEDURES

- A. On Owner's approval of a Work Changes Proposal Request, Architect will issue a Change Order for signatures of Owner and Contractor on AIA Document G701.
- B. General Contractor is allowed to mark up subcontractor's cost by 5%.
- C. General Contractor and Subcontractor is allowed to mark up self performed work by 10%.

#### 1.6 CONSTRUCTION CHANGE DIRECTIVE

- A. Construction Work Change Directive: Architect may issue a Construction Work Change Directive on AIA Document G714 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 & PART 3 – EXECUTION (Not Used)

END OF SECTION 012600

**DIVISION 01 – GENERAL REQUIREMENTS**

**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. Section includes administrative and procedural requirements necessary to prepare and process Applications for Payment.
- B. Related Requirements:
  - 1. Section 012600 "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.

**1.3 DEFINITIONS**

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

**1.4 SCHEDULE OF VALUES**

- A. Coordination: Coordinate preparation of the schedule of values with preparation of Contractor's construction schedule.
  - 1. Coordinate line items in the schedule of values with other required administrative forms and schedules, including the following:
    - a. Application for Payment forms with continuation sheets.
    - b. Submittal schedule.
    - c. Items required to be indicated as separate activities in Contractor's construction schedule.
  - 2. Submit the schedule of values to Architect at earliest possible date, but no later than seven days before the date scheduled for submittal of initial Applications for Payment.
  - 3. Subschedules for Phased Work: Where the Work is separated into phases requiring separately phased payments, provide subschedules showing values coordinated with each phase of payment.



B. Format and Content: Use Project Manual table of contents as a guide to establish line items for the schedule of values. Provide at least one line item for each Specification Section.

1. Identification: Include the following Project identification on the schedule of values:
  - a. Project name and location.
  - b. Name of Architect.
  - c. Architect's project number.
  - d. Contractor's name and address.
  - e. Date of submittal.
2. Arrange schedule of values consistent with format of AIA Document G703.
3. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with Project Manual table of contents. Provide multiple line items for principal subcontract amounts in excess of five percent of the Contract Sum.
4. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
5. Provide a separate line item in the schedule of values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
  - a. Differentiate between items stored on-site and items stored off-site. If required, include evidence of insurance.
6. Each item in the schedule of values and Applications for Payment shall be complete. Include total cost and proportionate share of general overhead and profit for each item.
  - a. Temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown either as separate line items in the schedule of values or distributed as general overhead expense, at Contractor's option.
7. Schedule Updating: Update and resubmit the schedule of values before the next Applications for Payment when Change Orders or Construction Change Directives result in a change in the Contract Sum.

## 1.5 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment following the initial Application for Payment shall be consistent with previous applications and payments as certified by Architect and paid for by Owner.
  1. Initial Application for Payment, Application for Payment at time of Substantial Completion, and final Application for Payment involve additional requirements.
- B. Payment Application Times: The date for each progress payment is indicated in the Agreement between Owner and Contractor. The period of construction work covered by each Application for Payment is the period indicated in the Agreement.
- C. Payment Application Times: Submit Application for Payment to Architect by the 10<sup>th</sup> of the month. The period covered by each Application for Payment is one month, ending on the last day of the month.

- D. Application for Payment Forms: Use AIA Document G702 and AIA Document G703 as form for Applications for Payment.
- E. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Architect and/or Project Manager will return incomplete applications without action.
  - 1. Entries shall match data on the schedule of values and Contractor's construction schedule. Use updated schedules if revisions were made.
  - 2. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
- F. Transmittal: Submit three signed and notarized original copies of each Application for Payment to Architect or Program Manager by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.
  - 1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.
- G. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's lien from entities lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.
  - 1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
  - 2. When an application shows completion of an item, submit conditional final or full waivers.
  - 3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
  - 4. Waiver Forms: Submit executed waivers of lien on forms acceptable to Owner.
- H. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
  - 1. List of subcontractors.
  - 2. Schedule of values.
  - 3. Contractor's construction schedule (preliminary if not final).
  - 4. Submittal schedule (preliminary if not final).
  - 5. List of Contractor's staff assignments.
  - 6. List of Contractor's principal consultants.
  - 7. Copies of building permits.
  - 8. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
  - 9. Initial progress report.
  - 10. Certificates of insurance and insurance policies.
  - 11. Performance and payment bonds.
- I. Application for Payment at Substantial Completion: After Architect issues the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.
  - 1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
  - 2. This application shall reflect Certificate(s) of Substantial Completion issued previously for Owner occupancy of designated portions of the Work.

- J. Final Payment Application: After completing Project closeout requirements, submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:
1. Evidence of completion of Project closeout requirements.
  2. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
  3. Updated final statement, accounting for final changes to the Contract Sum.
  4. AIA Document G706-1994, "Contractor's Affidavit of Payment of Debts and Claims."
  5. AIA Document G706A-1994, "Contractor's Affidavit of Release of Liens."
  6. AIA Document G707-1994, "Consent of Surety to Final Payment."

PART 2 - PRODUCTS & PART 3 – EXECUTION (Not Used)

END OF SECTION 012900

**SECTION 013100**

**PROJECT MANAGEMENT & 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. Coordination drawings.
  - 2. Requests for Information (RFIs).
  - 3. Project meetings.
- B. Related Requirements:
  - 1. Section 017300 "Execution" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.

**1.3 DEFINITIONS**

- A. RFI: Request from Owner, Architect, or Contractor seeking information required by or clarifications of the Contract Documents.

**1.4 INFORMATIONAL SUBMITTALS**

- A. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. 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.

**1.5 GENERAL COORDINATION PROCEDURES**

- A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations, included in different Sections that depend on each other for proper installation, connection, and operation.

1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
  2. Coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair.
  3. Make adequate provisions to accommodate items scheduled for later installation.
- B. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other contractors 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.

## 1.6 COORDINATION DRAWINGS

- A. Coordination Drawings, General: Prepare coordination drawings according to requirements in individual Sections, and additionally where installation is not completely shown on Shop Drawings, where limited space availability necessitates coordination, or if coordination is required to facilitate integration of products and materials fabricated or installed by more than one entity.
1. Content: Project-specific information, drawn accurately to a scale large enough to indicate and resolve conflicts. Do not base coordination drawings on standard printed data. Include the following information, as applicable:
    - a. Use applicable Drawings as a basis for preparation of coordination drawings. Prepare sections, elevations, and details as needed to describe relationship of various systems and components.
    - b. Coordinate the addition of trade-specific information to the coordination drawings by multiple contractors in a sequence that best provides for coordination of the information and resolution of conflicts between installed components before submitting for review.

## 1.7 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. Architect will return RFIs submitted to Architect 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 Architect.
6. RFI number, numbered sequentially.
7. RFI subject.
8. Specification Section number and title and related paragraphs, as appropriate.
9. Drawing number and detail references, as appropriate.
10. Field dimensions and conditions, as appropriate.
11. Contractor's suggested resolution. If Contractor's suggested resolution impacts the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
12. Contractor's signature.
13. Attachments: Include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.

C. RFI Forms: AIA Document G716.

1. Attachments shall be electronic files in Adobe Acrobat PDF format.

D. Architect's Action: Architect will review each RFI, determine action required, and respond. Allow seven working days for Architect's response for each RFI. RFIs received by Architect after 1:00 p.m. will be considered as received the following working day.

1. The following Contractor-generated RFIs will be returned without action:
  - a. Requests for approval of submittals.
  - b. Requests for approval of substitutions.
  - c. Requests for approval of Contractor's means and methods.
  - d. Requests for coordination information already indicated in the Contract Documents.
  - e. Requests for adjustments in the Contract Time or the Contract Sum.
  - f. Requests for interpretation of Architect's actions on submittals.
  - g. Incomplete RFIs or inaccurately prepared RFIs.
2. Architect's action may include a request for additional information, in which case Architect's time for response will date from time of receipt of additional information.
3. Architect'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 Section 012600 "Contract Modification Procedures."

## 1.8 PROJECT MEETINGS

A. General Contractor: Schedule and conduct meetings and conferences at Project site unless otherwise indicated.

1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and Architect of scheduled meeting dates and times.

2. Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.
  3. Minutes: Entity responsible for conducting meeting will record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner, and Architect, within three days of the meeting.
- B. Preconstruction Conference: Architect will schedule and conduct a preconstruction conference before starting construction, at a time convenient to Owner and Architect.
1. Attendees: Authorized representatives of Owner, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
  2. Agenda: Discuss items of significance that could affect progress, including the following:
    - a. Tentative construction schedule.
    - b. Phasing.
    - c. Critical work sequencing and long-lead items.
    - d. Designation of key personnel and their duties.
    - e. Lines of communications.
    - f. Procedures for processing field decisions and Change Orders.
    - g. Procedures for RFIs.
    - h. Procedures for testing and inspecting.
    - i. Procedures for processing Applications for Payment.
    - j. Distribution of the Contract Documents.
    - k. Submittal procedures.
    - l. Preparation of record documents.
    - m. Use of the premises and existing building.
    - n. Work restrictions.
    - o. Working hours.
    - p. Owner's occupancy requirements.
    - q. Responsibility for temporary facilities and controls.
    - r. Procedures for moisture and mold control.
    - s. Procedures for disruptions and shutdowns.
    - t. Construction waste management and recycling.
    - u. Parking availability.
    - v. Office, work, and storage areas.
    - w. Equipment deliveries and priorities.
    - x. First aid.
    - y. Security.
    - z. Progress cleaning.
  3. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.
- C. Progress Meetings: General Contractor to conduct progress meetings at weekly intervals.
1. Coordinate dates of meetings with preparation of payment requests.
  2. Attendees: In addition to representatives of Owner, and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.

3. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
  - a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
    - 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) Off-site fabrication.
    - 6) Access.
    - 7) Site utilization.
    - 8) Temporary facilities and controls.
    - 9) Progress cleaning.
    - 10) Quality and work standards.
    - 11) Status of correction of deficient items.
    - 12) Field observations.
    - 13) Status of RFIs.
    - 14) Status of proposal requests.
    - 15) Pending changes.
    - 16) Status of Change Orders.
    - 17) Pending claims and disputes.
    - 18) 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.

PART 2 - PRODUCTS & PART 3 – EXECUTION (Not Used)

END OF SECTION 013100



**DIVISION 01 – GENERAL REQUIREMENTS**

**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. Contractor shall:
  - 1. Review each submittal:
    - a. Verify field dimensions.
    - b. Verify compliance with Contract requirements.
  - 2. Stamp submittals, certifying his review.
  - 3. Transmit reviewed submittals to Architect by way of the agreed transmittal form.
- C. Related Requirements:
  - 1. Section 012900 "Payment Procedures" for submitting Applications for Payment and the schedule of values.
  - 2. Section 017839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.

**1.3 DEFINITIONS**

- A. Action Submittals: Written and graphic information and physical samples that require Architect'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 Architect'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."

#### 1.4 SUBMITTALS

- A. The successful Contractor shall submit all of the items required to be submitted under the Conditions of Contract, as supplemented, including, but not necessarily limited to:
  - 1. Certificates of Insurance.
  - 2. Performance Bond and Payment Bond.
  - 3. List of Manufacturers or Materials.
  - 4. Schedule of Values.
  - 5. Employee Criminal Background Checks.
  - 6. Partial & Final Waivers.
  - 7. Construction Schedules.
  - 8. Certified Payrolls for each Contractor participating on job.
  - 9. Winnebago County Form WC-2 – Bidder's Employee Utilization Form.

#### 1.5 SHOP DRAWINGS AND PRODUCT DATA

- A. Shop Drawing Submission: Submit 2 blackline prints for Owner and Architect's use plus number of copies required to be returned to the Contractor, unless specified otherwise, prepared by fabricator and submitted through Contractor to Architect for review. Shop Drawings shall bear verification of Contractor's review and approval prior to submittal.

#### 1.6 SAMPLES

- A. Contractor shall furnish for review, with reasonable promptness, all Samples as directed by the Architect. The Architect will check and review such Samples, with reasonable promptness, only for conformance with the design concept of the Project and for compliance with the information given in the Contract Documents.
- B. Samples shall include transmittal letter requesting Sample review. All Samples forwarded shall have transportation charges to Architect's office prepaid.
- C. No material shall be ordered until receipt of written design conformance review of Sample submitted. The work shall be in accordance with reviewed Samples approved for design concept conformance.

#### 1.7 MANUFACTURER'S INSTRUCTIONS

- A. Wherever the Contract Documents call for work to be performed, or materials to be installed in accordance with manufacturer's instructions or directions, each installing contractor shall furnish 3 copies of the manufacturer's printed instructions or directions to Architect at least 5 days before installing materials or performing work.

#### 1.8 MAINTENANCE DATA

- A. At termination of work, submit 3 copies of maintenance cleaning information for care of finish surfaces.

#### 1.9 MATERIAL SAFETY DATA SHEETS

- A. Should any material be installed in the Work for which a Material Safety and Data Sheet (MSDS) is required to be retained by the Owner under State regulations, the installing subcontractor shall submit the applicable MSDS forms to the Contractor for submission to the Owner upon completion of the Project.
- B. 3 MSDS forms shall be submitted for each item. Only official OSHA MSDS forms shall be used; copies will not be accepted.

#### 1.10 GUARANTEES AND WARRANTIES

- A. The Contractor shall submit 3 copies of all guarantees and warranties to the Architect, who will then transmit them to the Owner.

#### 1.11 RECORD DRAWINGS

- A. Record Drawings Required: At completion of Work and prior to final payment, Contractor shall provide Architect with complete, accurate, clean and legible record drawings made from a complete set of marked up Contract Drawings kept at the site, showing changes made to the Work during the course of the Contract.
- B. Preparation: Make 1 for the Owner using ink on a clean blackline set separate from the set used in the field to record the changes.

#### 1.12 FORMS SUBMITTALS

- A. The following documents must be submitted as follows:
  - 1. The Bidder's Employee Utilization Form:
    - a. Requires a 5% minority, women owned goal.
    - b. Subcontractors must be listed along with if they are a minority or women owned business.
    - c. It is not required to be submitted with the bid, but must be filled out by the successful bidder and submitted to the Owner before any work may begin.
  - 2. The Subcontractors list contained in the Bid Form will be required to be completed and submitted within 24 hours after the bid opening. Bidder's failure to submit the completed list may result in disqualification of Bid.
  - 3. Certified payroll are required to be submitted for each Contractor participating on this project. At a minimum this certified payroll must be submitted with each pay request.

#### PART 2 - PRODUCTS & PART 3 - EXECUTION (NOT USED)

END OF SECTION 013300

**DIVISION 01 – GENERAL REQUIREMENTS**

**SECTION 014200**  
**REFERENCES**

**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 DEFINITIONS**

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

### 1.3 INDUSTRY STANDARDS

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

### 1.4 ABBREVIATIONS AND ACRONYMS

- A. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities indicated in the following list:
  - 1. AA – Aluminum Association (The).
  - 2. AIA - American Institute of Architects (The); [www.aia.org](http://www.aia.org).
  - 3. AISC - American Institute of Steel Construction; [www.aisc.org](http://www.aisc.org).
  - 4. AISI - American Iron and Steel Institute; [www.steel.org](http://www.steel.org).
  - 5. ANSI - American National Standards Institute; [www.ansi.org](http://www.ansi.org).
  - 6. ASTM - ASTM International; [www.astm.org](http://www.astm.org).
  - 7. AWPA - American Wood Protection Association; [www.awpa.com](http://www.awpa.com).
  - 8. CSI - Construction Specifications Institute (The); [www.csinet.org](http://www.csinet.org).
  - 9. DASMA - Door and Access Systems Manufacturers Association; [www.dasma.com](http://www.dasma.com).
  - 10. DHI - Door and Hardware Institute; [www.dhi.org](http://www.dhi.org).
  - 11. GANA - Glass Association of North America; [www.glasswebsite.com](http://www.glasswebsite.com).
  - 12. ICBO - International Conference of Building Officials; (See ICC).
  - 13. ICC - International Code Council; [www.iccsafe.org](http://www.iccsafe.org).
  - 14. IGMA - Insulating Glass Manufacturers Alliance; [www.igmaonline.org](http://www.igmaonline.org).
  - 15. NFPA - National Fire Protection Association; [www.nfpa.org](http://www.nfpa.org).
  - 16. NFPA - NFPA International; (See NFPA).
  - 17. NFRC - National Fenestration Rating Council; [www.nfrc.org](http://www.nfrc.org).
  - 18. NOMMA - National Ornamental & Miscellaneous Metals Association; [www.nomma.org](http://www.nomma.org).
  - 19. SPIB - Southern Pine Inspection Bureau; [www.spib.org](http://www.spib.org).
  - 20. UL - Underwriters Laboratories Inc.; [www.ul.com](http://www.ul.com).
  - 21. WCMA - Window Covering Manufacturers Association; [www.wcmanet.org](http://www.wcmanet.org).
  - 22. WDMA - Window & Door Manufacturers Association; [www.wdma.com](http://www.wdma.com).
  - 23. WWPA - Western Wood Products Association; [www.wwpa.org](http://www.wwpa.org).

- B. Code Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. This information is believed to be accurate as of the date of the Contract Documents.
1. ICC - International Code Council; [www.iccsafe.org](http://www.iccsafe.org).
  2. ICC-ES - ICC Evaluation Service, LLC; [www.icc-es.org](http://www.icc-es.org).
- C. Federal Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Information is subject to change and is up to date as of the date of the Contract Documents.
1. CPSC - Consumer Product Safety Commission; [www.cpsc.gov](http://www.cpsc.gov).
  2. DOC - Department of Commerce; National Institute of Standards and Technology; [www.nist.gov](http://www.nist.gov).
  3. DOE - Department of Energy; [www.energy.gov](http://www.energy.gov).
  4. EPA - Environmental Protection Agency; [www.epa.gov](http://www.epa.gov).
  5. FG - Federal Government Publications; [www.gpo.gov](http://www.gpo.gov).
  6. LBL - Lawrence Berkeley National Laboratory; Environmental Energy Technologies Division; [www.eetd.lbl.gov](http://www.eetd.lbl.gov).
  7. OSHA - Occupational Safety & Health Administration; [www.osha.gov](http://www.osha.gov).
- D. Standards and Regulations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the standards and regulations in the following list. This information is subject to change and is believed to be accurate as of the date of the Contract Documents.
1. FED-STD - Federal Standard; (See FS).

## PART 2 - PRODUCTS & PART 3 – EXECUTION (Not Used)

END OF SECTION 014200

**DIVISION 01 – GENERAL REQUIREMENTS**

**SECTION 015000**

**TEMPORARY FACILITIES & 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 Requirements:
  - 1. Section 011000 "Summary" for work restrictions and limitations on 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, Architect, testing agencies, and authorities having jurisdiction.
- B. 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.

**PART 2 - PRODUCTS**

**2.1 TEMPORARY FACILITIES**

- A. Storage and Fabrication Sheds: Provide sheds sized, furnished, and equipped to accommodate materials and equipment for construction operations.
  - 1. Store combustible materials apart from building.
- B. Contractors personnel must use contractor supplied toilet facilities.

**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 INSTALLATION, GENERAL

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

### 3.2 SUPPORT FACILITIES INSTALLATION

- A. General: Provide sheds located within construction area or within 30 feet of building lines that is noncombustible according to ASTM E 136. Comply with NFPA 241
- B. Parking: Use designated areas of Owner's existing parking areas for construction personnel.
- C. Waste Disposal Facilities: Comply with requirements specified in Section 017419 "Construction Waste Management and Disposal."
- D. 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. Protection of Existing Facilities: Protect existing vegetation, equipment, structures, utilities, and other improvements at Project site and on adjacent properties, except those indicated to be removed or altered. Repair damage to existing facilities.
- B. Barricades, Warning Signs, and Lights: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting.
- C. Temporary Enclosures: Provide temporary enclosures for protection of construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities. Provide temporary weathertight enclosure for building exterior.

END OF SECTION 015000



**DIVISION 01 – GENERAL REQUIREMENTS**

**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 Requirements:
  - 1. Section 014200 "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. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within one week of receipt of a comparable product request. Architect will notify Contractor of approval or rejection of proposed comparable product request within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
    - a. Form of Approval: As specified in Section 013300 "Submittal Procedures."
    - b. Use product specified if Architect does not issue a decision on use of a comparable product request within time allocated.
- B. Basis-of-Design Product Specification Submittal: Comply with requirements in Section 013300 "Submittal Procedures." Show compliance with requirements.

#### 1.5 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.

#### 1.6 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. Protect foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
5. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
6. Protect stored products from damage and liquids from freezing.

## 1.7 PRODUCT WARRANTIES

- A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.
  1. Manufacturer's Warranty: Written warranty furnished by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
  2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner.
- B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution.
  1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
  2. Specified Form: When specified forms are included with the Specifications, prepare a written document using indicated form properly executed.
  3. See other Sections for specific content requirements and particular requirements for submitting special warranties.
- C. Submittal Time: Comply with requirements in Section 017700 "Closeout Procedures."

## PART 2 - PRODUCTS

### 2.1 PRODUCT SELECTION PROCEDURES

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

5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.
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 Selection Specification:** Where Specifications include the phrase "as selected by Architect from manufacturer's full range" or similar phrase, select a product that complies with requirements. Architect will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

## 2.2 COMPARABLE PRODUCTS

- A. Conditions for Consideration: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect may return requests without action, except to record noncompliance with these requirements:
1. Evidence that the proposed product does not require revisions to the Contract Documents, that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.
  2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
  3. Evidence that proposed product provides specified warranty.
  4. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners, if requested.
  5. Samples, if requested.

## PART 3 - EXECUTION (Not Used)

END OF SECTION 016000

**DIVISION 01 – GENERAL REQUIREMENTS**

**SECTION 017300**

**EXECUTION**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section includes general administrative and procedural requirements governing execution of the Work including, but not limited to, the following:
  - 1. Construction layout.
  - 2. Field engineering and surveying.
  - 3. Installation of the Work.
  - 4. Cutting and patching.
  - 5. Coordination of Owner-installed products.
  - 6. Progress cleaning and final cleaning.
  - 7. Starting and adjusting.
  - 8. Protection of installed construction.
- B. Related Requirements:
  - 1. Section 011000 "Summary" for limits on use of Project site.
  - 2. Section 017700 "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, and final cleaning.

**1.3 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 QUALITY ASSURANCE**

- A. Cutting and Patching: Comply with requirements for and limitations on cutting and patching of construction elements.

1. Structural Elements: When cutting and patching structural elements, notify Architect of locations and details of cutting and await directions from Architect before proceeding. Shore, brace, and support structural elements during cutting and patching. Do not cut and patch structural elements in a manner that could change their load-carrying capacity or increase deflection
  - a. Refer to Unit Specifications.
2. Visual Elements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch exposed construction in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

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

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
  1. Examine walls for suitable conditions where products and systems are to be installed.
  2. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.
- B. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

### 3.2 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 Contractor, submit a request for information to Architect according to requirements in Section 013100 "Project Management and Coordination."

### 3.3 CONSTRUCTION LAYOUT

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

### 3.4 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.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.
- E. Sequence the Work and allow adequate clearances to accommodate movement of construction items on site and placement in permanent locations.
- F. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.
- G. Templates: Obtain and distribute to the parties involved templates for work specified to be factory prepared and field installed. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.
- H. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions.
  - 1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Architect.
  - 2. Allow for building movement, including thermal expansion and contraction.
  - 3. Coordinate installation of anchorages.

- I. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.
- J. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

### 3.5 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 according to requirements in Section 011000 "Summary."
- E. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
  - 1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
  - 2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
  - 3. Proceed with patching after construction operations requiring cutting are complete.
- F. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other work. Patch with durable seams that are as invisible as practicable. Provide materials and comply with installation requirements specified in other Sections, where applicable.
  - 1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate physical integrity of installation.
  - 2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will minimize evidence of patching and refinishing.

3. Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
    - a. Where patching occurs in a painted surface, prepare substrate and apply primer and intermediate paint coats appropriate for substrate over the patch, and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.
  4. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition and ensures thermal and moisture integrity of building enclosure.
- G. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

### 3.6 PROGRESS AND FINAL 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. Coordinate progress cleaning for joint-use areas where Contractor and other contractors are working concurrently.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
1. Remove liquid spills promptly.
  2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways. Comply with waste disposal requirements in Section 017419 "Construction Waste Management and Disposal."

- H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- J. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.
- K. Provide final cleaning of all disturbed areas. Clean all glass and frames.

### 3.7 STARTING AND ADJUSTING

- A. Confirm proper operation of components. Remove malfunctioning units, replace with new units and retest.
- B. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.
- C. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

### 3.8 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.

END OF SECTION 017300

**SECTION 017419**

**CONSTRUCTION WASTE MANAGEMENT & DISPOSAL**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section includes administrative and procedural requirements for the following:
  - 1. Disposing of nonhazardous construction waste.

**1.3 DEFINITIONS**

- A. Construction Waste: Building and site improvement materials and other solid waste resulting from construction, remodeling, renovation, or repair operations. Construction waste includes packaging.
- B. Demolition Waste: Building and site improvement materials resulting from demolition or selective demolition operations.
- C. Disposal: Removal off-site of demolition and construction waste and subsequent sale, recycling, reuse, or deposit in landfill or incinerator acceptable to authorities having jurisdiction.

**PART 2 - PRODUCTS (Not Used)**

**PART 3 - EXECUTION**

**3.1 PLAN IMPLEMENTATION**

- A. General: Implement approved waste management plan. Provide handling, containers, storage, signage, transportation, and other items as required to implement waste management plan during the entire duration of the Contract.
  - 1. Comply with operation, termination, and removal requirements in Section 015000 "Temporary Facilities and Controls."
- B. Site Access and Temporary Controls: Conduct waste management operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.

### 3.2 DISPOSAL OF WASTE

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

END OF SECTION 017419

**DIVISION 01 – GENERAL REQUIREMENTS**

**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.
  - 5. Repair of the Work.
- B. Related Requirements:
  - 1. Section 017839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.

**1.3 ACTION SUBMITTALS**

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

**1.4 CLOSEOUT SUBMITTALS**

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

**1.5 MAINTENANCE MATERIAL SUBMITTALS**

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

**1.6 SUBSTANTIAL COMPLETION PROCEDURES**

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



- B. Submittals Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
  2. Submit closeout submittals specified in other Division 01 Sections, including project record documents, operation and maintenance manuals, final completion construction photographic documentation, damage or settlement surveys, and similar final record information.
  3. Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
  4. Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Architect. Label with manufacturer's name and model number where applicable.
  5. Submit test/adjust/balance records.
- C. Procedures Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
1. Advise Owner of pending insurance changeover requirements.
  2. Perform preventive maintenance on equipment used prior to Substantial Completion.
  3. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems.
  4. Participate with Owner in conducting inspection and walkthrough.
  5. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
  6. Complete final cleaning requirements, including touchup painting.
  7. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.
- D. Inspection: Submit a written request for inspection to determine Substantial Completion a minimum of 10 days prior to date the work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.
1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
  2. Results of completed inspection will form the basis of requirements for final completion.

## 1.7 FINAL COMPLETION PROCEDURES

- A. Preliminary procedures: Before requesting final inspection for determining final completion, complete the following:
  - 1. Submit a final Application for Payment according to Section 012900 "Payment Procedures."
  - 2. Certified List of Incomplete Items: Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
  - 3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.
- B. Inspection: Submit a written request for final inspection to determine acceptance a minimum of 10 days prior to date the work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.
  - 1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

## 1.8 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

- A. Organization of List: Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.
  - 1. Organize list of spaces in sequential order, starting with exterior areas first and proceeding from lowest floor to highest floor.
  - 2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
  - 3. Submit list of incomplete items in the following format:
    - a. MS Excel electronic file. Architect, will return annotated file.
    - b. Three paper copies. Architect will return two copies.

## 1.9 SUBMITTAL OF PROJECT WARRANTIES

- A. Time of Submittal: Submit written warranties on request of Architect for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated, or when delay in submittal of warranties might limit Owner's rights under warranty.
- B. Organize warranty documents into an orderly sequence based on the table of contents of 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. Warranty Electronic File: Scan warranties and bonds and assemble complete warranty and bond submittal package into a single indexed electronic PDF file with links enabling navigation to each item. Provide bookmarked table of contents at beginning of document.

#### 1.10 ELECTRONIC CLOSEOUT DOCUMENTATION

- A. General: Provide a complete project Closeout Documentation Package in electronic format. This package shall include:
  1. Project Record Documents.
  2. Approved submittals.
  3. Operation and Maintenance Manuals.
  4. Warranties.
  5. Project Contact Directory.

### PART 2 - PRODUCTS

#### 2.1 MATERIALS

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

### PART 3 - EXECUTION

#### 3.1 FINAL CLEANING

- A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
  1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a designated portion of Project:
    - a. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and other foreign substances.
    - b. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.

- c. Remove tools, construction equipment, machinery, and surplus material from Project site.
  - d. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
  - e. Remove debris and surface dust from limited access spaces.
  - f. Sweep concrete floors broom clean in unoccupied spaces.
  - g. Vacuum carpet and similar soft surfaces, removing debris and excess nap; clean according to manufacturer's recommendations if visible soil or stains remain.
  - h. Clean transparent materials, including and in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Polish glass, taking care not to scratch surfaces.
  - i. Remove labels that are not permanent.
  - j. Leave Project clean and ready for occupancy.
- C. Construction Waste Disposal: Comply with waste disposal requirements in Section 017419 "Construction Waste Management and Disposal."

### 3.2 REPAIR OF THE WORK

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

END OF SECTION 017700



**DIVISION 01 – GENERAL REQUIREMENTS**  
**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.
- B. Related Requirements:
  - 1. Section 017300 "Execution" for final property survey.
  - 2. Section 017700 "Closeout Procedures" for general closeout procedures.

**1.3 CLOSEOUT SUBMITTALS**

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

- C. Record Product Data: Submit one paper copy and PDF electronic files and directories of each submittal.
  - 1. Where record Product Data are required as part of operation and maintenance manuals, submit duplicate marked-up Product Data as a component of manual.

## PART 2 - PRODUCTS

### 2.1 RECORD DRAWINGS

- A. Record Prints: Maintain one set of marked-up paper copies of the Contract Drawings and Shop Drawings, incorporating new and revised drawings as modifications are issued.
  - 1. Preparation: Mark record prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to provide information for preparation of corresponding marked-up record prints.
    - a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
    - b. Accurately record information in an acceptable drawing technique.
    - c. Record data as soon as possible after obtaining it.
  - 2. Mark the Contract Drawings and Shop Drawings completely and accurately. Use personnel proficient at recording graphic information in production of marked-up record prints.
  - 3. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.
  - 4. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.
- B. Record Digital Data Files: Immediately before inspection for Certificate of Substantial Completion, review marked-up record prints with Architect. When authorized, prepare a full set of corrected digital data files of the Contract Drawings, as follows:
  - 1. Format: Same digital data software program, version, and operating system as the original Contract Drawings.
  - 2. Format: DWG, Version, Microsoft Windows operating system.
  - 3. Format: Annotated PDF electronic file with comment function enabled.
  - 4. Incorporate changes and additional information previously marked on record prints. Delete, redraw, and add details and notations where applicable.
  - 5. Refer instances of uncertainty to Architect for resolution.
  - 6. Architect will furnish Contractor one set of digital data files of the Contract Drawings for use in recording information.
- C. Format: Identify and date each record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
  - 1. Record Prints: Organize record prints and newly prepared record Drawings into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
  - 2. Format: Annotated PDF electronic file with comment function enabled.

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

## 2.2 RECORD SPECIFICATIONS

- A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.
  1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
  2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
  3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.
  4. Note related Change Orders, record Product Data, and record Drawings where applicable.
- B. Format: Submit record Specifications as scanned PDF electronic file(s) of marked-up paper copy of Specifications.

## 2.3 RECORD PRODUCT DATA

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

# PART 3 - EXECUTION

## 3.1 RECORDING AND MAINTENANCE

- A. Recording: Maintain one copy of each submittal during the construction period for project record document purposes. Post changes and revisions to project record documents as they occur; do not wait until end of Project.



- B. Maintenance of Record Documents and Samples: Store record documents and Samples in the field office apart from the Contract Documents used for construction. Do not use project record documents for construction purposes. Maintain record documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to project record documents for Architect's reference during normal working hours.

END OF SECTION 017839

## **DIVISION 2 – EXISTING CONDITIONS**

### **SECTION 024119** **SELECTIVE DEMOLITION**

#### **PART 1 - GENERAL**

##### **1.1 RELATED DOCUMENTS**

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

##### **1.2 SUMMARY**

###### **A. Section Includes:**

1. Demolition and removal of selected portions of building or structure.
2. Demolition and removal of selected site elements.

###### **B. Related Requirements:**

1. Section 004323 "Alternates" for Alternate Bid Work designated for this section.
2. Section 011000 "Summary" for restrictions on use of the premises, Owner-occupancy requirements, and phasing requirements.
3. Section 017300 "Execution" for cutting and patching procedures.

##### **1.3 DEFINITIONS**

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

##### **1.4 MATERIALS OWNERSHIP**

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

## 1.5 FIELD CONDITIONS

- A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.
- B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
- C. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- D. Hazardous Materials:
  - 1. Hazardous materials will be removed by Owner before start of the Work.
  - 2. If suspected hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Hazardous materials will be removed by Owner under a separate contract.
- E. Storage or sale of removed items or materials on-site is not permitted.
- F. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.
  - 1. Maintain fire-protection facilities in service during selective demolition operations.

## 1.6 COORDINATION

- A. Arrange selective demolition schedule so as not to interfere with Owner's operations.

## PART 2 - PRODUCTS

### 2.1 PERFORMANCE REQUIREMENTS

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

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Verify that utilities have been disconnected and capped before starting selective demolition operations.
- B. Review Project Record Documents of existing construction or other existing condition and hazardous material information provided by Owner. Owner does not guarantee that existing conditions are same as those indicated in Project Record Documents.

- C. Perform an engineering survey of 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 building demolition operations.
  - 1. 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 to Remain: Maintain services/systems indicated to remain and protect them against damage.
- B. Existing Services/Systems to Be Removed, Relocated, or Abandoned: Locate, identify, disconnect, and seal or cap off utility services and mechanical/electrical systems serving areas to be selectively demolished.
  - 1. Owner will arrange to shut off indicated services/systems when requested by Contractor.
  - 2. If services/systems are required to be removed, relocated, or abandoned, provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building.

### 3.3 PROTECTION

- A. Temporary Protection: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
  - 1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
  - 2. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.
  - 3. Cover and protect furniture, furnishings, and equipment that have not been removed.
- B. Temporary Shoring: Design, provide, and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
  - 1. Strengthen or add new supports when required during progress of selective demolition.
- C. Remove temporary barricades and protections where hazards no longer exist.

### 3.4 SELECTIVE DEMOLITION, GENERAL

- A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:
  - 1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition operations above each floor or tier before disturbing supporting members on the next lower level.

2. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping. Temporarily cover openings to remain.
  3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
  4. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain portable fire-suppression devices during flame-cutting operations.
  5. Maintain fire watch during and for at least 2 hours after flame-cutting operations.
  6. Maintain adequate ventilation when using cutting torches.
  7. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
  8. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
  9. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
  10. Dispose of demolished items and materials promptly. Comply with requirements in Section 017419 "Construction Waste Management and Disposal."
- B. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
- C. Removed and Salvaged Items (When requested by Architect):
1. Clean salvaged items.
  2. Pack or crate items after cleaning. Identify contents of containers.
  3. Store items in a secure area until delivery to Owner.
  4. Transport items to Owner's storage area on-site designated by Owner.
  5. Protect items from damage during transport and storage.
- D. Removed and Reinstalled Items (When requested by Architect):
1. Clean and repair items to functional condition adequate for intended reuse.
  2. Pack or crate items after cleaning and repairing. Identify contents of containers.
  3. Protect items from damage during transport and storage.
  4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.
- E. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location during selective demolition, cleaned and reinstalled in their original locations after selective demolition operations are complete.

### 3.5 DISPOSAL OF DEMOLISHED MATERIALS

- A. Remove demolition waste materials from Project site and dispose of them according to Section 017419 "Construction Waste Management and Disposal."

1. Do not allow demolished materials to accumulate on-site.
2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
4. Comply with requirements specified in Section 017419 "Construction Waste Management and Disposal."

B. Burning: Do not burn demolished materials.

### 3.6 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 024119



**DIVISION 05 – METALS**  
**SECTION 055000**  
**METAL FABRICATIONS**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section includes:

- 1. Items fabricated from iron and steel shapes, plates, bars, strips, tubes and pipes which are not part of the steel structural framing or other metal systems in other Sections of the Specifications. The items of this Section include but are not necessarily limited to the following:
  - a. Steel supports related to new rooftop units.
- 2. Anchorages of type appropriate to the supporting structure and as required to provide a sturdy installation resistant to all reasonable loads.
- 3. Cutting, reinforcing, drilling and tapping as required to erect the work and to fit it with work provided under other Sections of the Specifications.

**1.3 COORDINATION**

- A. Coordinate installation of metal fabrications that are anchored to or that receive other work. Furnish setting drawings, templates, and directions for installing anchorage that are to be embedded in existing masonry. Deliver such items to Project site in time for installation.

**1.4 SUBMITTALS**

- A. Shop Drawings: Show fabrication and installation details. Include plans, elevations, sections, and details of metal fabrications and their connections. Show anchorage and accessory items. Provide Shop Drawings for:
  - 1. Loose steel lintels.

**QUALITY ASSURANCE**

- B. Field Measurements: Take prior to preparation of Shop Drawings and fabrication, where possible. Take measurements in time, so as to avoid delaying job progress. Allow for trimming and fitting.
- C. Qualifications of Welders: Welding operators for shop fabrication shall be qualified, in accordance with AWS "Standard Qualifications Procedure."



D. Codes and Standards: Comply with the following unless otherwise indicated:

1. AISI, Steel Products Manual, Stainless and Heat Resisting Steel.
2. ANSI A58.1, Minimum Design Loads in Buildings and Other Structures.
3. AWS D1.1 "Structural Welding Code."
4. OSHA: 1910.27 and 1926.1053.
5. All applicable building codes having jurisdiction.
6. Americans with Disabilities Architectural Guidelines.

1.5 FIELD CONDITIONS

- A. Field Measurements: Verify actual locations of walls and other construction contiguous with metal fabrications by field measurements before fabrication.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: For fabrication of miscellaneous metal work that will be exposed to view, use only materials that are smooth and free of surface blemishes, including pitting, seam marks, roller marks, rolled trade names and roughness.
1. Steel Plates, Shapes, and Bars: ASTM A 36.
  2. Bolts and Nuts: Regular hexagon head type, ASTM A 307, Grade A.
- B. Anchor Bolts: Unfinished threaded fasteners per ASTM A 307, nonheaded type unless otherwise indicated
- C. Metal Primer Paint: Comply with VOC limit requirements of Green Seal Standard GS-11.
- D. Touch-Up Paint For Galvanized Surfaces: Zinc-rich, inorganic cold galvanizing compound having a minimum of 80% zinc dust in the dry film, such as Carboline Carbo Zinc or Carbo Weld; or Z.R.C.

2.2 SHOP FINISH

- A. Shop Painting: One-coat shop paint in accordance with Society for Protective Coatings (SSPC) System Guide No. 7.00, except apply 2 coats of paint to surfaces that will be inaccessible after assembly or erection.
1. Extent: Shop paint all miscellaneous and ornamental metal work, except surfaces and edges to be field welded, and galvanized surfaces, unless otherwise specified.
  2. Surface Preparation: Remove scale, rust, grease, oils and other deleterious materials before applying shop coat of paint.
- B. Galvanizing:
1. Coating Weights: Items indicated to be galvanized shall be hot-dip galvanized according to the following specifications:
    - a. Assembled steel products: ASTM A 386, 1.25 oz./sq. ft.

- b. Structural steel shapes: ASTM A 123, 1.25 oz./sq. ft.
- c. Steel hardware: ASTM A 153, 1.25 oz./sq. ft.
- 2. Fabrication: Galvanize only after fabrication. Drilling, welding and other fabrication, except bolting, shall be completed before galvanizing. Welds shall be free of slag and residue.
- 3. Quenching: Galvanized items shall be passivated in a water quench.
- 4. Galvanizer's Affidavit: Galvanizer shall inspect galvanizing after dipping and submit notarized affidavit certifying compliance with these specifications.
- 5. Grade Stamp: Stamp each item, indicating ASTM designation and weight of coating.

## 2.3 FABRICATION – GENERAL

- A. Sizes and Thicknesses: As shown, or, if not shown, as required to produce adequate strength and durability in the finished products. Comply with AISC Specifications for bearing, adequacy of temporary connections, alignment, and removal of paint on surfaces adjacent to field welds.
- B. Preassembly in Shop: Preassemble the items in the shop to greatest extent possible, to minimize field splicing and assembly. Disassemble units only as necessary for shipping and handling limitations. Clearly mark units for reassembly and coordinated installation.
- C. Dissimilar Metals: Wherever dissimilar metals come into contact, insert lead washers, spacers or gaskets between them to provide electrolytic insulation.
- D. Workmanship: Form exposed work true to line and level, with accurate angles and surfaces and straight, sharp smooth edges.
- E. Welds: Weld corners and seams continuously and in accordance with recommendations of American Welding Society. Grind exposed welds smooth and flush.
- F. Items to be Galvanized: Complete drilling, welding and other fabrication, except bolting, before galvanizing. Clean welds of slag and residue. Provide vent holes as required.

## 2.4 FABRICATION SPECIFICS

- A. Miscellaneous Steel Framing: Provide structural framing members standard and galvanized as noted on drawings which are not a part of Structural Steel.

## 2.5 FASTENERS

- A. General: Unless otherwise indicated, provide Type 304 stainless-steel fasteners and zinc-plated fasteners with coating complying with ASTM B 633 or ASTM F 1941 (ASTM F 1941M), Class Fe/Zn 5, at exterior walls.

## 2.6 MISCELLANEOUS MATERIALS

- A. Universal Shop Primer: Fast-curing, lead- and chromate-free, universal modified-alkyd primer complying with MPI#79 and compatible with topcoat.

1. Use primer containing pigments that make it easily distinguishable from zinc-rich primer.
2. Shop Primer for Galvanized Steel: Primer formulated for exterior use over zinc-coated metal and compatible with finish paint systems indicated.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Contractor shall verify all opening sizes in field prior to developing shop drawings.
- B. Cutting, Fitting, and Placement: Perform cutting, drilling, and fitting required for installing metal fabrications. Set metal fabrications accurately in location, alignment, and elevation; with edges and surfaces level, plumb, true, and free of rack; and measured from established lines and levels.
- C. Fit exposed connections accurately together to form hairline joints. Weld connections that are not to be left as exposed joints but cannot be shop welded because of shipping size limitations. Do not weld, cut, or abrade surfaces of exterior units that have been hot-dip galvanized after fabrication and are for bolted or screwed field connections.
- D. Field Welding: Comply with the following requirements:
  1. Use materials and methods that minimize distortion and develop strength and corrosion resistance of base metals.
  2. Obtain fusion without undercut or overlap.
  3. Remove welding flux immediately.
  4. At exposed connections, finish exposed welds and surfaces smooth and blended so no roughness shows after finishing and contour of welded surface matches that of adjacent surface.
  5. All contacts with steel angles shall be welded.
- E. Fastening to In-Place Construction: Provide anchorage devices and fasteners where metal fabrications are required to be fastened to in-place construction. Provide threaded fasteners for use with concrete and masonry inserts, toggle bolts, through bolts, lag screws, wood screws, and other connectors.

### 3.2 ADJUSTING AND CLEANING

- A. Touchup Painting: Immediately after erection, clean field welds, bolted connections, and abraded areas. Paint uncoated and abraded areas with the same material as used for shop painting to comply with SSPC-PA 1 for touching up shop-painted surfaces.
  1. Apply by brush or spray to provide a minimum 2.0-mil (0.05-mm) dry film thickness.
- B. Galvanized Surfaces: Clean field welds, bolted connections, and abraded areas and repair galvanizing to comply with ASTM A 780/A 780M.

END OF SECTION 055000

**DIVISION 09 – FINISHES**  
**SECTION 095123**  
**ACOUSTICAL CEILINGS**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section Includes:
  - 1. Acoustical tiles for ceilings and wall panels.
  - 2. Acoustical ceiling suspension systems.
- B. Related Requirements:
  - 1. Section 004323 "Alternates" for Alternate Bid Work designated for this section.
  - 2. Section 042000 "Unit Masonry" for attachment of panels to CMU walls.

**1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of product, submit product data from manufacturer's brochures describing each of the products to be used.
- B. Samples:
  - 1. Submit samples of acoustical materials and suspension system members for review before ordering any materials.
  - 2. For each exposed product and for each color and texture specified, 6-inches- in size.
- C. Samples for Verification: For each component indicated and for each exposed finish required, prepared on Samples of size indicated below.
  - 1. Acoustical Tile: Set of full-size Samples of each type, color, pattern, and texture.
  - 2. Exposed Moldings and Trim: Set of 6-inch long Samples of each type and color.

**1.4 MAINTENANCE MATERIAL SUBMITTALS**

- A. Maintenance Stock: Furnish not less than 1 unopened bundle of each type of acoustical ceiling units for future maintenance. Distribute quantities in approximate proportion to the different types of units installed. Deliver to location on site designated by Owner.

**1.5 QUALITY ASSURANCE**

- A. Qualifications of Installers: Use only personnel who are thoroughly trained and experienced in the erection of the selected systems.

- B. Installation Standards: Comply with recommendations of the current Cisca "Ceiling Systems Handbook" except as specified otherwise hereinafter, and maintain a copy of the handbook at the site for Architect's inspection while work of this Section is being accomplished.

## 1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver acoustical tiles, suspension-system components, and accessories to Project site in original, unopened packages and store them in a fully enclosed, conditioned space where they will be protected against damage from moisture, humidity, temperature extremes, direct sunlight, surface contamination, and other causes.
- B. Before installing acoustical tiles, permit them to reach room temperature and a stabilized moisture content.
- C. Handle acoustical tiles carefully to avoid chipping edges or damaging units in any way.

## 1.7 FIELD CONDITIONS

- A. Environmental Limitations: Do not install acoustical tile ceilings until spaces are enclosed and weatherproof, wet work in spaces is complete and dry, work above ceilings is complete, and ambient temperature and humidity conditions are maintained at the levels indicated for Project when occupied for its intended use.

## 1.8 WARRANTIES

- A. Ceiling Panels: Where so specified herein below, products shall be warranted to be free from defects in materials and workmanship for a period of 10 years from date of purchase when subjected to the conditions of temperature and humidity specified.

# PART 2 - PRODUCTS

## 2.1 PERFORMANCE REQUIREMENTS

- A. Surface-Burning Characteristics: Comply with ASTM E 84; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.
  - 1. Flame-Spread Index: Comply with ASTM E 1264 for Class A materials.
  - 2. Smoke-Developed Index: 450 or less.

## 2.2 ACOUSTICAL TILES, GENERAL

- A. Source Limitations:
  - 1. Acoustical Ceiling Tile: Obtain each type from single source from single manufacturer.
  - 2. Suspension System: Obtain each type from single source from single manufacturer.



- B. Acoustical Tile Standard: Provide manufacturer's standard tiles of configuration indicated that comply with ASTM E 1264 classifications as designated by types, patterns, acoustical ratings, and light reflectances unless otherwise indicated.
  - 1. Mounting Method for Measuring NRC: Type E-400; plenum mounting in which face of test specimen is 15-3/4 inches (400 mm) away from test surface according to ASTM E 795.
- C. Acoustical Tile Colors and Patterns: Match appearance characteristics indicated for each product type.

## 2.3 ACOUSTICAL TILES

- A. Acoustical Ceiling Panels Types:
  - 1. Type ACT-1: Square edged, 24" x 24" x 5/8", lay-in panels; Accepted Products, Armstrong Cortega #770. No substitutions.
  - 2. Type ACT-2: Square edged, 24" x 24" x 5/8", lay-in panels; Accepted Products, Armstrong Kitchen Zone #673. No substitutions.

## 2.4 METAL SUSPENSION SYSTEMS

- A. Exposed Grid Ceiling Suspension Systems: Rigid metal, complying with ASTM C 635, intermediate duty system, consisting of interlocking cross tees and main tee runners (not less than .020" thick) made from cold rolled, zinc-bonded or electro-galvanized steel and creating flush joints at intersections.
  - 1. Components shall support items penetrating the ceilings, including light fixtures and HVAC outlets/inlets.
  - 2. Tee sections shall be double web type with a 1" exposed flange cap finished in baked white enamel.
  - 3. Hold-Down Clips (for use where specified): Manufacturer's standard electro-galvanized steel hold-down clips.
  - 4. Use USG "Donn DX" suspension systems for 24" x 24" grids or approved equal.
- B. Wall Molding: Angle type, hemmed metal molding with finish to match grid system.
- C. Hanger Wire: Pre-stretched, galvanized, soft-annealed mild steel wire conforming to ASTM A 641, 12-gauge.
- D. Carrying Channels (for bridging between structural members overhead): Hot or cold rolled steel 1-1/2" channels painted with black asphaltic rust inhibitive paint and weighing not less than 475 lbs. per 1000 lineal feet.
- E. Tie Wire for Attachment of Channels to Structure: Galvanized steel wire conforming to ASTM A 641, 16-gauge.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, including structural framing and substrates to which acoustical tile ceilings attach or abut, with Installer present, for compliance with requirements specified in this and other Sections that affect ceiling installation and anchorage and for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Examine acoustical tiles before installation. Reject acoustical tiles that are wet, moisture damaged, or mold damaged.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Measure each ceiling area and establish layout of acoustical tiles to balance border widths at opposite edges of each ceiling. Avoid using less-than-half-width tiles at borders, and comply with layout shown on reflected ceiling plans.

### 3.3 INSTALLATION OF SUSPENDED ACOUSTICAL TILE CEILINGS

- A. General: Install acoustical panel ceilings to comply with ASTM C 636, according to manufacturer's written instructions and CISCA's "Ceiling Systems Handbook."
- B. Suspend ceiling hangers from building's structural members and as follows:
  - 1. Install hangers plumb and free from contact with insulation or other objects within ceiling plenum that are not part of supporting structure or of ceiling suspension system.
  - 2. Where width of ducts and other construction within ceiling plenum produces hanger spacings that interfere with location of hangers at spacings required to support standard suspension-system members, install supplemental suspension members and hangers in form of trapezes or equivalent devices.
  - 3. Secure wire hangers to ceiling suspension members and to supports above with a minimum of three tight turns. Connect hangers directly either to structures or to inserts, eye screws, or other devices that are secure and appropriate for substrate and that will not deteriorate or otherwise fail due to age, corrosion, or elevated temperatures.
  - 4. Secure flat, angle, channel, and rod hangers to structure, including intermediate framing members, by attaching to inserts, eye screws, or other devices that are secure and appropriate for both the structure to which hangers are attached and the type of hanger involved. Install hangers in a manner that will not cause them to deteriorate or fail due to age, corrosion, or elevated temperatures.
  - 5. Do not support ceilings directly from permanent metal forms or floor deck. Fasten hangers to cast-in-place hanger inserts, postinstalled mechanical or adhesive anchors, or power-actuated fasteners that extend through forms into concrete.
  - 6. When steel framing does not permit installation of hanger wires at spacing required, install carrying channels or other supplemental support for attachment of hanger wires.

7. Do not attach hangers to steel deck tabs.
  8. Do not attach hangers to steel roof deck. Attach hangers to structural members.
  9. Space hangers not more than 48 inches o.c. along each member supported directly from hangers unless otherwise indicated; provide hangers not more than 8 inches from ends of each member.
  10. Size supplemental suspension members and hangers to support ceiling loads within performance limits established by referenced standards and publications.
- C. Secure bracing wires to ceiling suspension members and to supports with a minimum of four tight turns. Suspend bracing from building's structural members as required for hangers without attaching to permanent metal forms, steel deck, or steel deck tabs. Fasten bracing wires into concrete with cast-in-place or postinstalled anchors.
- D. Install edge moldings and trim of type indicated at perimeter of acoustical tile ceiling area and where necessary to conceal edges of acoustical tiles.
1. Do not use exposed fasteners, including pop rivets, on moldings and trim.
- E. Install suspension-system runners so they are square and securely interlocked with one another. Remove and replace dented, bent, or kinked members.
- F. Install acoustical tiles in coordination with suspension system and exposed moldings and trim. Place splines or suspension-system flanges into kerfed edges so tile-to-tile joints are closed by double lap of material.
1. Fit adjoining tile to form flush, tight joints. Scribe and cut tile for accurate fit at borders and around penetrations through tile.
  2. Hold tile field in compression by inserting leaf-type, spring-steel spacers between tile and moldings, spaced 12 inches o.c.

### 3.4 CLEANING

- A. Clean exposed surfaces of acoustical tile ceilings, including trim and edge moldings. Comply with manufacturer's written instructions for cleaning and touchup of minor finish damage. Remove and replace tiles and other ceiling components that cannot be successfully cleaned and repaired to permanently eliminate evidence of damage.

END OF SECTION 095123



**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section includes finish painting of:
  - 1. New gypsum soffits.
- B. Related Requirements: Section includes surface preparation and the application of paint systems
  - 1. Section 017300 "Execution" for patched and existing adjacent existing masonry wall to be finish painted in field to be finish painted in field.

**1.3 SUBMITTALS**

- A. Product Data: Submit for Architect's review on all products to be used. List each material and cross-reference it to the specified paint and finish system and application. Identify by manufacturer's catalog number and general classification.
- B. Color Samples: When so requested, submit samples of each finish and topcoat color for Architect's review. Also, submit samples on portions of work at the site as directed by Architect, not less than 4ft x 4ft size.

**1.4 MAINTENANCE MATERIAL SUBMITTALS**

- A. Maintenance Supply: Deliver to Owner in unused containers 1 gallon of each type and color of paint used on the Project. Mark each container with color and room names/numbers where paint was used, without obscuring manufacturer's label. Deliver these containers to place on site designated by Owner.

**1.5 QUALITY ASSURANCE**

- A. Comply with State of Illinois Regulations (effective date July 1, 2009) regarding VOC (Volatile Organic Compounds).

**1.6 DELIVERY, STORAGE, AND HANDLING**

- A. Store materials not in use in tightly covered containers in well-ventilated areas with ambient temperatures continuously maintained at not less than 45 deg F (7 deg C).

1. Maintain containers in clean condition, free of foreign materials and residue.
2. Remove rags and waste from storage areas daily.

## 1.7 FIELD CONDITIONS

- A. Apply paints only when temperature of surfaces to be painted and ambient air temperatures are between 50 and 95 deg F (10 and 35 deg C).
- B. Do not apply paints in snow, rain, fog, or mist; when relative humidity exceeds 85 percent; at temperatures less than 5 deg F (3 deg C) above the dew point; or to damp or wet surfaces.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- A. Approved Manufacturers: Sherwin Williams – No substitutions.
- B. Approved Products: Manufacturer's products listed hereinafter in the Painting Schedule represent types and grades required. Comparable products of other manufacturers listed in preceding paragraph will also be acceptable.
- C. Grades: Materials not displaying manufacturer's identification as a best-grade product will not be acceptable.
- D. Thinners: Paint manufacturer's preferred solvent.
- E. Colors: As selected by Architect from manufacturer's full range.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Conditions: Applicator must examine areas and conditions under which painting work is to be done and shall notify Contractor in writing of conditions detrimental to proper and timely completion of work.
- B. Moisture Contents: Do not apply coatings to surfaces where electronic moisture meter indicates values above 12%, except that for wood, moisture content may not exceed 15%.
- C. Proceed with coating application only after unsatisfactory conditions have been corrected.
  1. Application of coating indicates acceptance of surfaces and conditions.

### 3.2 PREPARATION

- A. Comply with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual" applicable to substrates and paint systems indicated.
- B. Remove hardware, covers, plates, and similar items already in place that are removable and are not to be painted. If removal is impractical or impossible because of size or weight of item, provide surface-applied protection before surface preparation and painting.
  - 1. After completing painting operations, use workers skilled in the trades involved to reinstall items that were removed. Remove surface-applied protection.
- C. Clean substrates of substances that could impair bond of paints, including dust, dirt, oil, grease, and incompatible paints and encapsulants.
  - 1. Remove incompatible primers and reprime substrate with compatible primers or apply tie coat as required to produce paint systems indicated.
- D. Steel Substrates: Remove rust, loose mill scale, and shop primer if any. Clean using methods recommended in writing by paint manufacturer.
- E. Shop-Primed Steel Substrates: Clean field welds, bolted connections, and areas where shop paint is abraded. Paint exposed areas with the same material as used for shop priming to comply with SSPC-PA 1 for touching up shop-primed surfaces.

### 3.3 REPAINTING EXISTING PAINTED SURFACES

- A. Surface Preparation:
  - 1. Do not paint existing surfaces until any items attached to existing surfaces and not scheduled for painting (e.g. door hardware) have been removed. (The trade removing the attachments shall replace them to their original positions after painting is complete.).
  - 2. Wash surfaces to be repainted.
  - 3. Remove all loose, blistered, cracked or otherwise defective paint and varnish. Sand surfaces smooth, free of depressions. Cut out and fill cracks or other defects to match adjoining surfaces.

### 3.4 APPLICATION

- A. Apply paints according to manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual."
  - 1. Use applicators and techniques suited for paint and substrate indicated.
  - 2. Paint surfaces behind movable items same as similar exposed surfaces. Before final installation, paint surfaces behind permanently fixed items with prime coat only.
  - 3. Paint entire exposed surface of door frames.
  - 4. Do not paint over labels of independent testing agencies or equipment name, identification, performance rating, or nomenclature plates.

5. Primers specified in painting schedules may be omitted on items that are factory primed or factory finished if acceptable to topcoat manufacturers.
- B. Tint undercoats same color as topcoat, but tint each undercoat a lighter shade to facilitate identification of each coat if multiple coats of same material are to be applied. Provide sufficient difference in shade of undercoats to distinguish each separate coat.
- C. If undercoats or other conditions show through topcoat, apply additional coats until cured film has a uniform paint finish, color, and appearance.
- D. Apply paints to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections. Cut in sharp lines and color breaks.

### 3.5 FIELD QUALITY CONTROL

- A. Architect's Inspection: All work where a coat of material has been applied must be inspected and approved by Architect before application of succeeding specified coat; otherwise no credit for the coat applied will be given and the work in question shall be recoated.
  1. Contractor shall touch up and restore painted surfaces damaged by testing.
  2. If test results show that dry film thickness of applied paint does not comply with paint manufacturer's written recommendations, Contractor shall pay for testing and apply additional coats as needed to provide dry film thickness that complies with paint manufacturer's written recommendations.

### 3.6 CLEANING AND PROTECTION

- A. After completing paint application, clean spattered surfaces. Remove spattered paints by washing, scraping, or other methods. Do not scratch or damage adjacent finished surfaces.
- B. Protect work of other trades against damage from paint application. Correct damage to work of other trades by cleaning, repairing, replacing, and refinishing, as approved by Architect, and leave in an undamaged condition.
- C. At completion of construction activities of other trades, touch up and restore damaged or defaced painted surfaces.

### 3.7 PAINTING SCHEDULE

- A. New Gypsum Board Soffits
  - 1 coat S-W ProMar 200 Zero VOC Interior Latex Primer, B28W2600
  - 2 coats S-W Pro Industrial Waterbased Catalyzed Epoxy Eg shell. B73-360.
- B. Existing Interior Disturbed Surfaces & Walls During Construction: Touch up existing as required to match existing.

END OF SECTION 099113

DIVISION 23 – MECHANICAL  
**SECTION 23 05 17**  
**SLEEVES AND SLEEVE SEALS FOR HVAC PIPING**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section Includes:

- 1. Sleeves.
- 2. Grout.
- 3. Silicone sealants.

- B. Related Requirements:

- 1. Section 07 84 13 "Penetration Firestopping" for penetration firestopping installed in fire-resistance-rated walls, horizontal assemblies, and smoke barriers, with and without penetrating items.

**1.3 ACTION SUBMITTALS**

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

**PART 2 - PRODUCTS**

**2.1 SLEEVES**

- A. Steel Pipe Sleeves: ASTM A53/A53M, Type E, Grade B, Schedule 40, anti-corrosion coated or zinc coated, with plain ends and integral welded waterstop collar.
- B. Galvanized-Steel Sheet Sleeves: 0.0239-inch minimum thickness; round tube closed with welded longitudinal joint.

**2.2 GROUT**

- A. Description: Nonshrink, recommended for interior and exterior sealing openings in nonfire-rated walls or floors.
- B. Standard: ASTM C1107/C1107M, Grade B, post-hardening and volume-adjusting, dry, hydraulic-cement grout.

- C. Design Mix: 5000-psi (34.5-MPa), 28-day compressive strength.
- D. Packaging: Premixed and factory packaged.

## 2.3 SILICONE SEALANTS

- A. Silicone, S, NS, 25, NT: Single-component, nonsag, plus 25 percent and minus 25 percent movement capability, nontraffic-use, neutral-curing silicone joint sealant, ASTM C920, Type S, Grade NS, Class 25, use NT.

# PART 3 - EXECUTION

## 3.1 SLEEVE INSTALLATION

- A. Install sleeves for piping passing through penetrations in floors, partitions, roofs, and walls.
- B. Install sleeves for pipes passing through interior partitions.
  - 1. Cut sleeves to length for mounting flush with both surfaces.
  - 2. Install sleeves that are large enough to provide 1/4-inch (6.4-mm) annular clear space between sleeve and pipe or pipe insulation.
  - 3. Seal annular space between sleeve and piping or piping insulation; use sealants appropriate for size, depth, and location of joint.
- C. Fire-Resistance-Rated Penetrations, Horizontal Assembly Penetrations, and Smoke-Barrier Penetrations: Maintain indicated fire or smoke rating of walls, partitions, ceilings, and floors at pipe penetrations. Seal pipe penetrations with fire- and smoke-stop materials. Comply with requirements for firestopping and fill materials specified in Section 07 84 13 "Penetration Firestopping."

## 3.2 SLEEVE SCHEDULE

- A. Use sleeves and sleeve seals for the following piping-penetration applications:
  - 1. Interior Partitions:
    - a. Piping Smaller Than NPS 6: Steel pipe sleeves.
    - b. Piping NPS 6 and larger: Galvanized-steel sheet sleeves.

**END OF SECTION 23 05 17**

DIVISION 23 – MECHANICAL  
**SECTION 23 05 18**  
**ESCUTCHEONS FOR HVAC PIPING**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section Includes:
  - 1. Escutcheons.

**1.3 DEFINITIONS**

- A. Existing Piping to Remain: Existing piping that is not to be removed and that is not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

**1.4 ACTION SUBMITTALS**

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

**PART 2 - PRODUCTS**

**2.1 ESCUTCHEONS**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. BrassCraft Manufacturing Co.; a Masco company.
  - 2. Dearborn Brass.
  - 3. Keeney Manufacturing Company (The).
- B. One-Piece, Steel Type: With polished, chrome-plated finish and setscrew fastener.
- C. One-Piece, Stainless-Steel Type: With polished stainless-steel finish.
- D. One-Piece, Cast-Brass Type: With polished, chrome-plated finish and setscrew fastener.
- E. One-Piece, Deep-Pattern Type: Deep-drawn, box-shaped steel with polished, chrome-plated finish and spring-clip fasteners.
- F. One-Piece, Stamped-Steel Type: With polished, chrome-plated finish and spring-clip fasteners.



- G. Split-Plate, Stamped-Steel Type: With polished, chrome-plated finish; concealed hinge; and spring-clip fasteners.

## **PART 3 - EXECUTION**

### **3.1 INSTALLATION**

- A. Install escutcheons for piping penetrations of walls, ceilings, and finished floors.
- B. Install escutcheons with ID to closely fit around pipe, tube, and insulation of piping and with OD that completely covers opening.
  - 1. Escutcheons for New Piping and Relocated Existing Piping:
    - a. Piping with Fitting or Sleeve Protruding from Wall: One-piece, deep pattern.
    - b. Insulated Piping: One-piece stainless steel with polished stainless-steel finish.
    - c. Bare Piping at Wall and Floor Penetrations in Finished Spaces: One-piece steel with polished, chrome-plated finish.
    - d. Bare Piping at Ceiling Penetrations in Finished Spaces: One-piece steel with polished, chrome-plated finish.
    - e. Bare Piping in Unfinished Service Spaces: One-piece stamped steel or split-plate, stamped steel with concealed hinge with polished, chrome-plated finish.
    - f. Bare Piping in Equipment Rooms: One-piece stamped steel or split-plate, stamped steel with concealed hinge with polished, chrome-plated finish.

### **3.2 FIELD QUALITY CONTROL**

- A. Using new materials, replace broken and damaged escutcheons and floor plates.

**END OF SECTION 23 05 18**

DIVISION 23 – MECHANICAL  
**SECTION 23 05 23**  
**BALL VALVES FOR HVAC PIPING**

**PART 1 - GENERAL**

**1.1 SUMMARY**

- A. Section Includes:
1. Brass ball valves.
  2. Stainless steel ball valves.

**1.2 DEFINITIONS**

- A. CWP: Cold working pressure.
- B. RPTFE: Reinforced polytetrafluoroethylene.
- C. SWP: Steam working pressure.

**1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of valve.

**1.4 DELIVERY, STORAGE, AND HANDLING**

- A. Prepare valves for shipping as follows:
1. Protect internal parts against rust and corrosion.
  2. Protect threads, flange faces, and weld ends.
  3. Set ball valves open to minimize exposure of functional surfaces.
- B. Use the following precautions during storage:
1. Maintain valve end protection.
  2. Store valves indoors and maintain at higher-than-ambient-dew-point temperature. If outdoor storage is necessary, store valves off the ground in watertight enclosures.
- C. Use sling to handle large valves; rig sling to avoid damage to exposed parts. Do not use operating handles or stems as lifting or rigging points.

**PART 2 - PRODUCTS**

**2.1 SOURCE LIMITATIONS**

- A. Obtain each type of valve from single source from single manufacturer.

## 2.2 PERFORMANCE REQUIREMENTS

- A. ASME Compliance:
  - 1. ASME B1.20.1 for threads for threaded-end valves.
  - 2. ASME B16.1 for flanges on iron valves.
  - 3. ASME B16.5 for flanges on steel valves.
  - 4. ASME B16.10 and ASME B16.34 for ferrous valve dimensions and design criteria.
  - 5. ASME B16.18 for cast copper solder-joint connections.
  - 6. ASME B16.22 for wrought copper and copper alloy solder-joint connections.
  - 7. ASME B16.34 for flanged and threaded end connections.
  - 8. ASME B31.1 for power piping valves.
  - 9. ASME B31.9 for building services piping valves.
- B. Provide bronze valves made with dezincification-resistant materials. Bronze valves made with copper alloy (brass) containing more than 15 percent zinc are not permitted.
- C. Valve Pressure-Temperature Ratings: Not less than indicated and as required for system pressures and temperatures.
- D. Valve Sizes: Same as upstream piping unless otherwise indicated.
- E. Valve Actuator Types:
  - 1. Gear Actuator: For quarter-turn valves NPS 4 and larger.
  - 2. Hand Lever: For quarter-turn valves smaller than NPS 4.
- F. Valves in Insulated Piping:
  - 1. Provide 2-inch extended neck stems.
  - 2. Extended operating handles with nonthermal-conductive covering material, and protective sleeves that allow operation of valves without breaking vapor seals or disturbing insulation.
  - 3. Memory stops that are fully adjustable after insulation is applied.
- G. Valve Bypass and Drain Connections: MSS SP-45.

## 2.3 BRASS BALL VALVES

- A. Brass Ball Valves, Two Piece with Full Port and Brass Trim, Threaded or Soldered Ends:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. A.Y. McDonald Mfg. Co.
    - b. Apollo Valves; a part of Aalberts Integrated Piping Systems.
    - c. Hammond Valve.
    - d. Watts.
  - 2. Standard: MSS SP-110.
  - 3. SWP Rating: 150 psig (1035 kPa).
  - 4. CWP Rating: 600 psig (4140 kPa).
  - 5. Body Design: Two piece.
  - 6. Body Material: Forged brass.

7. Ends: Threaded or soldered.
8. Seats: PTFE.
9. Stem: Brass.
10. Ball: Chrome-plated brass.
11. Port: Full.

B. Brass Ball Valves, Two Piece with Full Port and Stainless Steel Trim, Threaded Ends or Soldered Ends:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. A.Y. McDonald Mfg. Co.
  - b. Apollo Valves; a part of Aalberts Integrated Piping Systems.
  - c. Hammond Valve.
  - d. Watts.
2. Standard: MSS SP-110.
3. SWP Rating: 150 psig.
4. CWP Rating: 600 psig.
5. Body Design: Two piece.
6. Body Material: Forged brass.
7. Ends: Threaded or soldered.
8. Seats: PTFE.
9. Stem: Stainless steel.
10. Ball: Stainless steel, vented.
11. Port: Full.

## 2.4 BRONZE BALL VALVES

A. Bronze Ball Valves, Two Piece with Full Port and Bronze or Brass Trim, Threaded or Soldered Ends:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. A.Y. McDonald Mfg. Co.
  - b. Apollo Valves; a part of Aalberts Integrated Piping Systems.
  - c. Hammond Valve.
  - d. Watts.
2. Standard: MSS SP-110.
3. SWP Rating: 150 psig (1035 kPa).
4. CWP Rating: 600 psig (4140 kPa).
5. Body Design: Two piece.
6. Body Material: Bronze.
7. Ends: Threaded or soldered.
8. Seats: PTFE.
9. Stem: Bronze.
10. Ball: Chrome-plated brass.
11. Port: Full.

B. Bronze Ball Valves, Two Piece with Full Port and Stainless Steel Trim, Threaded or Soldered Ends:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. A.Y. McDonald Mfg. Co.
  - b. Apollo Valves; a part of Aalberts Integrated Piping Systems.
  - c. Hammond Valve.
  - d. Watts.
2. Standard: MSS SP-110.
3. SWP Rating: 150 psig (1035 kPa).
4. CWP Rating: 600 psig (4140 kPa).
5. Body Design: Two piece.
6. Body Material: Bronze.
7. Ends: Threaded or soldered.
8. Seats: PTFE.
9. Stem: Stainless steel.
10. Ball: Stainless steel, vented.
11. Port: Full.

## 2.5 STAINLESS STEEL BALL VALVES

### A. Stainless Steel Ball Valves, Two Piece with Full Port, Threaded or Flanged Ends:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. A.Y. McDonald Mfg. Co.
  - b. Apollo Valves; a part of Aalberts Integrated Piping Systems.
  - c. Hammond Valve.
2. Standard: MSS SP-110.
3. CWP Rating: 200 psig.
4. Body Design: Split body.
5. Body Material: Type 316 stainless steel.
6. Ends: Threaded or flanged.
7. Seats: PTFE.
8. Stem: Type 316 stainless steel.
9. Ball: Type 316 stainless steel.
10. Port: Full.

## **PART 3 - EXECUTION**

### 3.1 EXAMINATION

- A. 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.
- B. Operate valves in positions from fully open to fully closed. Examine guides and seats made accessible by such operations.
- C. Examine threads on valve and mating pipe for form and cleanliness.

- D. Examine mating flange faces for conditions that might cause leakage. Check bolting for proper size, length, and material. Verify that gasket is of proper size, that its material composition is suitable for service, and that it is free from defects and damage.
- E. Do not attempt to repair defective valves; replace with new valves. Remove defective valves from site.

### 3.2 INSTALLATION OF VALVES

- A. Install valves with unions or flanges at each piece of equipment arranged to allow space for service, maintenance, and equipment removal without system shutdown.
- B. Provide support of piping adjacent to valves such that no force is imposed upon valves.
- C. Locate valves for easy access.
- D. Install valves in horizontal piping with stem at or above center of pipe.
- E. Install valves in position to allow full valve actuation movement.
- F. Valve Tags: Comply with requirements in Section 23 05 53 "Identification for HVAC Piping and Equipment" for valve tags and schedules.
- G. Adhere to manufacturer's written installation instructions. When soldering or brazing valves, do not heat valves above maximum permitted temperature. Do not use solder with melting point temperature above valve manufacturer's recommended maximum.

### 3.3 ADJUSTING

- A. Adjust or replace valve packing after piping systems have been tested and put into service, but before final adjusting and balancing. Replace valves exhibiting leakage.

### 3.4 GENERAL REQUIREMENTS FOR VALVE APPLICATIONS

- A. If valves with specified SWP classes or CWP ratings are unavailable, provide the same types of valves with higher SWP classes or CWP ratings.
- B. Select valves with the following end connections:
  - 1. For Copper Tubing, NPS 2 and Smaller: Threaded ends except where solder-joint valve-end option or press-end option is indicated in valve schedules below.
  - 2. For Copper Tubing, NPS 2-1/2 to NPS 4: Flanged ends except where threaded valve-end option is indicated in valve schedules below.
  - 3. For Steel Piping, NPS 2 and Smaller: Threaded ends.
  - 4. For Steel Piping, NPS 2-1/2 to NPS 4: Flanged ends except where threaded valve-end option is indicated in valve schedules below.
  - 5. For Steel Piping, NPS 5 and Larger: Flanged ends.

### 3.5 HEATING-WATER VALVE SCHEDULE

- A. Copper Piping: Brass or bronze ball valves, two piece with brass, bronze, or stainless steel trim, full port, and threaded or solder-joint ends.

B. Steel Piping:

1. Stainless Steel ball valves, Class 150.

**END OF SECTION 23 05 23**



DIVISION 23 – MECHANICAL  
**SECTION 23 05 29**

**HANGERS AND SUPPORTS FOR HVAC PIPING AND EQUIPMENT**

**PART 1 - GENERAL**

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section Includes:
  - 1. Metal pipe hangers and supports.
  - 2. Trapeze pipe hangers.
  - 3. Metal framing systems.
  - 4. Thermal-hanger shield inserts.
  - 5. Fastener systems.

1.3 ACTION SUBMITTALS

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

1.4 QUALITY ASSURANCE

- A. Structural-Steel Welding Qualifications: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."
- B. Pipe Welding Qualifications: Qualify procedures and operators according to ASME Boiler and Pressure Vessel Code, Section IX.

**PART 2 - PRODUCTS**

2.1 METAL PIPE HANGERS AND SUPPORTS

- A. Carbon-Steel Pipe Hangers and Supports:
  - 1. Description: MSS SP-58, Types 1 through 58, factory-fabricated components.
  - 2. Galvanized Metallic Coatings: Pregalvanized, hot-dip galvanized, or electro-galvanized.
  - 3. Nonmetallic Coatings: Plastic coated, or epoxy powder-coated.
  - 4. Padded Hangers: Hanger with fiberglass or other pipe insulation pad or cushion to support bearing surface of piping.
  - 5. Hanger Rods: Continuous-thread rod, nuts, and washer made of stainless steel.

## 2.2 TRAPEZE PIPE HANGERS

- A. Description: MSS SP-58, Type 59, shop- or field-fabricated pipe-support assembly made from structural carbon-steel shapes with MSS SP-58 carbon-steel hanger rods, nuts, saddles, and U-bolts.

## 2.3 METAL FRAMING SYSTEMS

- A. Metal Framing Systems:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Anvil International/Smith-Cooper International; Tailwind Capital, LLC.
    - b. CADDY; brand of nVent Electrical plc.
    - c. Carpenter & Paterson, Inc.
    - d. MIRO Industries.
  - 2. Description: Shop- or field-fabricated, pipe-support assembly made of steel channels, accessories, fittings, and other components for supporting multiple parallel pipes.
  - 3. Standard: Comply with MFMA-4 factory-fabricated components for field assembly.
  - 4. Channels: Continuous slotted carbon-steel channel with intumed lips.
  - 5. Channel Width: Select for applicable load criteria.
  - 6. Channel Nuts: Formed or stamped nuts or other devices designed to fit into channel slot and, when tightened, prevent slipping along channel.
  - 7. Hanger Rods: Continuous-thread rod, nuts, and washer made of stainless steel.
  - 8. Metallic Coating: Hot-dip galvanized.
  - 9. Paint Coating: Green epoxy, acrylic, or urethane.

## 2.4 THERMAL-HANGER SHIELD INSERTS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. CADDY; brand of nVent Electrical plc.
  - 2. KB Enterprise.
  - 3. National Pipe Hanger Corporation.
  - 4. Pipe Shields Inc.
- B. Insulation-Insert Material for Hot Piping: Water-repellent-treated, ASTM C533, Type I calcium silicate with 100-psi minimum compressive strength.
- C. For Trapeze or Clamped Systems: Insert and shield shall cover entire circumference of pipe.
- D. For Clevis or Band Hangers: Insert and shield shall cover lower 180 degrees of pipe.
- E. Insert Length: Extend 2 inches beyond sheet metal shield for piping operating below ambient air temperature.

## 2.5 FASTENER SYSTEMS

- A. Powder-Actuated Fasteners: Threaded-steel stud, for use in hardened portland cement concrete with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Hilti, Inc.
    - b. ITW Ramset/Red Head; Illinois Tool Works, Inc.
- B. Mechanical-Expansion Anchors: Insert-wedge-type anchors for use in hardened portland cement concrete; with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Hilti, Inc.
    - b. ITW Ramset/Red Head; Illinois Tool Works, Inc.
  - 2. Indoor Applications: stainless steel.

## 2.6 MATERIALS

- A. Aluminum: ASTM B221.
- B. Carbon Steel: ASTM A1011/A1011M.
- C. Structural Steel: ASTM A36/A36M, carbon-steel plates, shapes, and bars; galvanized.
- D. Stainless Steel: ASTM A240/A240M.
- E. Threaded Rods: Continuously threaded. Zinc-plated or galvanized steel for indoor applications and stainless steel for outdoor applications. Mating nuts and washers of similar materials as rods.
- F. Grout: ASTM C1107/C1107M, factory-mixed and -packaged, dry, hydraulic-cement, nonshrink and nonmetallic grout; suitable for interior and exterior applications.
  - 1. Properties: Nonstaining, noncorrosive, and nongaseous.
  - 2. Design Mix: 5000-psi, 28-day compressive strength.

## **PART 3 - EXECUTION**

### 3.1 APPLICATION

- A. Comply with requirements in Section 07 84 13 "Penetration Firestopping" for firestopping materials and installation for penetrations through fire-rated walls, ceilings, and assemblies.

- B. Strength of Support Assemblies: Where not indicated, select sizes of components so strength will be adequate to carry present and future static loads within specified loading limits. Minimum static design load used for strength determination shall be weight of supported components plus 200 lb.

### 3.2 HANGER AND SUPPORT INSTALLATION

- A. Metal Pipe-Hanger Installation: Comply with MSS SP-58. Install hangers, supports, clamps, and attachments as required to properly support piping from the building structure.
- B. Metal Trapeze Pipe-Hanger Installation: Comply with MSS SP-58. Arrange for grouping of parallel runs of horizontal piping, and support together on field-fabricated trapeze pipe hangers.
  - 1. Pipes of Various Sizes: Support together and space trapezes for smallest pipe size or install intermediate supports for smaller diameter pipes as specified for individual pipe hangers.
  - 2. Field fabricate from ASTM A36/A36M, carbon-steel shapes selected for loads being supported. Weld steel according to AWS D1.1/D1.1M.
- C. Metal Framing System Installation: Arrange for grouping of parallel runs of piping, and support together on field-assembled strut systems.
- D. Thermal-Hanger Shield Installation: Install in pipe hanger or shield for insulated piping.
- E. Fastener System Installation:
  - 1. Install powder-actuated fasteners for use in lightweight concrete or concrete slabs less than 4 inches thick in concrete after concrete is placed and completely cured. Use operators that are licensed by powder-actuated tool manufacturer. Install fasteners according to powder-actuated tool manufacturer's operating manual.
  - 2. Install mechanical-expansion anchors in concrete after concrete is placed and completely cured. Install fasteners according to manufacturer's written instructions.
- F. Install hangers and supports complete with necessary attachments, inserts, bolts, rods, nuts, washers, and other accessories.
- G. Install hangers and supports to allow controlled thermal and seismic movement of piping systems, to permit freedom of movement between pipe anchors, and to facilitate action of expansion joints, expansion loops, expansion bends, and similar units.
- H. Install lateral bracing with pipe hangers and supports to prevent swaying.
- I. Install building attachments within concrete slabs or attach to structural steel. Install additional attachments at concentrated loads, including valves, flanges, and strainers, NPS 2-1/2 and larger and at changes in direction of piping. Install concrete inserts before concrete is placed; fasten inserts to forms and install reinforcing bars through openings at top of inserts.
- J. Load Distribution: Install hangers and supports so that piping live and dead loads and stresses from movement will not be transmitted to connected equipment.
- K. Pipe Slopes: Install hangers and supports to provide indicated pipe slopes and to not exceed maximum pipe deflections allowed by ASME B31.9 for building services piping.
- L. Insulated Piping:

1. Attach clamps and spacers to piping.
  - a. Piping Operating above Ambient Air Temperature: Clamp may project through insulation.
  - b. Do not exceed pipe stress limits allowed by ASME B31.9 for building services piping.
2. Install MSS SP-58, Type 39, protection saddles if insulation without vapor barrier is indicated. Fill interior voids with insulation that matches adjoining insulation.
  - a. Option: Thermal-hanger shield inserts may be used. Include steel weight-distribution plate for pipe NPS 4 and larger if pipe is installed on rollers.
3. Shield Dimensions for Pipe: Not less than the following:
  - a. NPS 1/4 to NPS 3-1/2: 12 inches long and 0.048 inch thick.
  - b. NPS 4: 12 inches long and 0.06 inch thick.
  - c. NPS 5 and NPS 6: 18 inches long and 0.06 inch thick.
  - d. NPS 8 to NPS 14: 24 inches long and 0.075 inch thick.
  - e. NPS 16 to NPS 24: 24 inches long and 0.105 inch thick.
4. Pipes NPS 8 and Larger: Include wood or reinforced calcium-silicate-insulation inserts of length at least as long as protective shield.
5. Thermal-Hanger Shields: Install with insulation same thickness as piping insulation.

### 3.3 METAL FABRICATIONS

- A. Cut, drill, and fit miscellaneous metal fabrications for trapeze pipe hangers.
- B. Fit exposed connections together to form hairline joints. Field weld connections that cannot be shop welded because of shipping size limitations.
- C. Field Welding: Comply with AWS D1.1/D1.1M procedures for shielded, metal arc welding; appearance and quality of welds; and methods used in correcting welding work; and with the following:
  1. Use materials and methods that minimize distortion and develop strength and corrosion resistance of base metals.
  2. Obtain fusion without undercut or overlap.
  3. Remove welding flux immediately.
  4. Finish welds at exposed connections so no roughness shows after finishing and so contours of welded surfaces match adjacent contours.

### 3.4 ADJUSTING

- A. Hanger Adjustments: Adjust hangers to distribute loads equally on attachments and to achieve indicated slope of pipe.
- B. Trim excess length of continuous-thread hanger and support rods to 1-1/2 inches.

### 3.5 PAINTING

- A. Touchup: Clean field welds and abraded areas of shop paint. Paint exposed areas immediately after erecting hangers and supports. Use same materials as used for shop painting. Comply with SSPC-PA 1 requirements for touching up field-painted surfaces.
  - 1. Apply paint by brush or spray to provide a minimum dry film thickness of 2.0 mils.
- B. Galvanized Surfaces: Clean welds, bolted connections, and abraded areas and apply galvanizing-repair paint to comply with ASTM A780/A780M.

### 3.6 HANGER AND SUPPORT SCHEDULE

- A. Specific hanger and support requirements are in Sections specifying piping systems and equipment.
- B. Comply with MSS SP-58 for pipe-hanger selections and applications that are not specified in piping system Sections.
- C. Use hangers and supports with galvanized metallic coatings for piping and equipment that will not have field-applied finish.
- D. Use nonmetallic coatings on attachments for electrolytic protection where attachments are in direct contact with copper tubing.
- E. Use padded hangers for piping that is subject to scratching.
- F. Use thermal-hanger shield inserts for insulated piping and tubing.
- G. Horizontal-Piping Hangers and Supports: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
  - 1. Adjustable, Steel Clevis Hangers (MSS Type 1): For suspension of noninsulated or insulated, stationary pipes NPS 1/2 to NPS 30.
  - 2. Yoke-Type Pipe Clamps (MSS Type 2): For suspension of up to 1050 deg F, pipes NPS 4 to NPS 24, requiring up to 4 inches of insulation.
  - 3. Carbon- or Alloy-Steel, Double-Bolt Pipe Clamps (MSS Type 3): For suspension of pipes NPS 3/4 to NPS 36, requiring clamp flexibility and up to 4 inches of insulation.
  - 4. Steel Pipe Clamps (MSS Type 4): For suspension of cold and hot pipes NPS 1/2 to NPS 24 if little or no insulation is required.
  - 5. Pipe Hangers (MSS Type 5): For suspension of pipes NPS 1/2 to NPS 4, to allow off-center closure for hanger installation before pipe erection.
  - 6. Adjustable, Swivel Split- or Solid-Ring Hangers (MSS Type 6): For suspension of noninsulated, stationary pipes NPS 3/4 to NPS 8.
  - 7. Adjustable, Steel Band Hangers (MSS Type 7): For suspension of noninsulated, stationary pipes NPS 1/2 to NPS 8.
  - 8. Adjustable Band Hangers (MSS Type 9): For suspension of noninsulated, stationary pipes NPS 1/2 to NPS 8.
  - 9. Adjustable, Swivel-Ring Band Hangers (MSS Type 10): For suspension of noninsulated, stationary pipes NPS 1/2 to NPS 8.
  - 10. Split Pipe Ring with or without Turnbuckle Hangers (MSS Type 11): For suspension of noninsulated, stationary pipes NPS 3/8 to NPS 8.
  - 11. Extension Hinged or Two-Bolt Split Pipe Clamps (MSS Type 12): For suspension of noninsulated, stationary pipes NPS 3/8 to NPS 3.

12. U-Bolts (MSS Type 24): For support of heavy pipes NPS 1/2 to NPS 30.
  13. Clips (MSS Type 26): For support of insulated pipes not subject to expansion or contraction.
  14. Pipe Saddle Supports (MSS Type 36): For support of pipes NPS 4 to NPS 36, with steel-pipe base stanchion support and cast-iron floor flange or carbon-steel plate.
  15. Pipe Stanchion Saddles (MSS Type 37): For support of pipes NPS 4 to NPS 36, with steel-pipe base stanchion support and cast-iron floor flange or carbon-steel plate, and with U-bolt to retain pipe.
  16. Adjustable Pipe Saddle Supports (MSS Type 38): For stanchion-type support for pipes NPS 2-1/2 to NPS 36 if vertical adjustment is required, with steel-pipe base stanchion support and cast-iron floor flange.
  17. Single-Pipe Rolls (MSS Type 41): For suspension of pipes NPS 1 to NPS 30, from two rods if longitudinal movement caused by expansion and contraction might occur.
  18. Adjustable Roller Hangers (MSS Type 43): For suspension of pipes NPS 2-1/2 to NPS 24, from single rod if horizontal movement caused by expansion and contraction might occur.
  19. Complete Pipe Rolls (MSS Type 44): For support of pipes NPS 2 to NPS 42 if longitudinal movement caused by expansion and contraction might occur but vertical adjustment is unnecessary.
  20. Pipe Roll and Plate Units (MSS Type 45): For support of pipes NPS 2 to NPS 24 if small horizontal movement caused by expansion and contraction might occur and vertical adjustment is unnecessary.
  21. Adjustable Pipe Roll and Base Units (MSS Type 46): For support of pipes NPS 2 to NPS 30 if vertical and lateral adjustment during installation might be required in addition to expansion and contraction.
- H. Vertical-Piping Clamps: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Extension Pipe or Riser Clamps (MSS Type 8): For support of pipe risers NPS 3/4 to NPS 24.
  2. Carbon- or Alloy-Steel Riser Clamps (MSS Type 42): For support of pipe risers NPS 3/4 to NPS 24 if longer ends are required for riser clamps.
- I. Hanger-Rod Attachments: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Steel Turnbuckles (MSS Type 13): For adjustment up to 6 inches for heavy loads.
  2. Steel Clevises (MSS Type 14): For 120 to 450 deg F piping installations.
  3. Swivel Turnbuckles (MSS Type 15): For use with MSS Type 11, split pipe rings.
  4. Malleable-Iron Sockets (MSS Type 16): For attaching hanger rods to various types of building attachments.
  5. Steel Weldless Eye Nuts (MSS Type 17): For 120 to 450 deg F piping installations.
- J. Building Attachments: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Steel or Malleable Concrete Inserts (MSS Type 18): For upper attachment to suspend pipe hangers from concrete ceiling.
  2. Top-Beam C-Clamps (MSS Type 19): For use under roof installations with bar-joist construction, to attach to top flange of structural shape.
  3. Side-Beam or Channel Clamps (MSS Type 20): For attaching to bottom flange of beams, channels, or angles.
  4. Center-Beam Clamps (MSS Type 21): For attaching to center of bottom flange of beams.
  5. Welded Beam Attachments (MSS Type 22): For attaching to bottom of beams if loads are considerable and rod sizes are large.



6. C-Clamps (MSS Type 23): For structural shapes.
  7. Top-Beam Clamps (MSS Type 25): For top of beams if hanger rod is required tangent to flange edge.
  8. Side-Beam Clamps (MSS Type 27): For bottom of steel I-beams.
  9. Steel-Beam Clamps with Eye Nuts (MSS Type 28): For attaching to bottom of steel I-beams for heavy loads.
  10. Linked-Steel Clamps with Eye Nuts (MSS Type 29): For attaching to bottom of steel I-beams for heavy loads, with link extensions.
  11. Malleable-Beam Clamps with Extension Pieces (MSS Type 30): For attaching to structural steel.
  12. Welded-Steel Brackets: For support of pipes from below or for suspending from above by using clip and rod. Use one of the following for indicated loads:
    - a. Light (MSS Type 31): 750 lb.
    - b. Medium (MSS Type 32): 1500 lb.
    - c. Heavy (MSS Type 33): 3000 lb.
  13. Side-Beam Brackets (MSS Type 34): For sides of steel or wooden beams.
  14. Plate Lugs (MSS Type 57): For attaching to steel beams if flexibility at beam is required.
  15. Horizontal Travelers (MSS Type 58): For supporting piping systems subject to linear horizontal movement where headroom is limited.
- K. Saddles and Shields: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Steel-Pipe-Covering Protection Saddles (MSS Type 39): To fill interior voids with insulation that matches adjoining insulation.
  2. Protection Shields (MSS Type 40): Of length recommended in writing by manufacturer to prevent crushing insulation.
  3. Thermal-Hanger Shield Inserts: For supporting insulated pipe.
- L. Comply with MSS SP-58 for trapeze pipe-hanger selections and applications that are not specified in piping system Sections.
- M. Comply with MFMA-103 for metal framing system selections and applications that are not specified in piping system Sections.

## **END OF SECTION 23 05 29**

DIVISION 23 – MECHANICAL  
**SECTION 23 05 53**  
**IDENTIFICATION FOR HVAC PIPING AND EQUIPMENT**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section Includes:
  - 1. Equipment labels.
  - 2. Pipe labels.
  - 3. Valve Tags.
  - 4. Duct labels.

**1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of product.
- B. Samples: For color, letter style, and graphic representation required for each identification material and device.

**1.4 CLOSEOUT SUBMITTALS**

- A. Equipment Label Schedule: Include a listing of all equipment to be labeled with the content for each label.
- B. Valve Tag Schedule: Include a listing of all valves to be tagged with the content for each tag.

**PART 2 - PRODUCTS**

**2.1 EQUIPMENT LABELS**

- A. Plastic Labels for Equipment:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Brady Corporation.
    - b. Carlton Industries, LP.
    - c. Kolbi Pipe Marker Co.

- d. Marking Services, Inc.
  - 2. Material and Thickness: Multilayer, multicolor, plastic labels for mechanical engraving, 1/16 inch thick, and having predrilled holes for attachment hardware.
  - 3. Letter Color: White.
  - 4. Background Color: Black.
  - 5. Maximum Temperature: Able to withstand temperatures up to 160 deg F.
  - 6. Minimum Label Size: Length and width vary for required label content, but not less than 2-1/2 by 3/4 inch.
  - 7. Minimum Letter Size: 1/4 inch for name of units if viewing distance is less than 24 inches, 1/2 inch for viewing distances up to 72 inches, and proportionately larger lettering for greater viewing distances. Include secondary lettering two-thirds to three-quarters the size of principal lettering.
  - 8. Fasteners: Stainless-steel rivets or self-tapping screws.
  - 9. Adhesive: Contact-type permanent adhesive, compatible with label and with substrate.
- B. Label Content: Include equipment's Drawing designation or unique equipment number and Drawing numbers where equipment is indicated (plans, details, and schedules).
- C. Equipment Label Schedule: For each item of equipment to be labeled, on 8-1/2-by-11-inch bond paper. Tabulate equipment identification number, and identify Drawing numbers where equipment is indicated (plans, details, and schedules) where equipment is specified. Equipment schedule shall be included in operation and maintenance data.

## 2.2 PIPE LABELS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Brady Corporation.
  - 2. Carlton Industries, LP.
  - 3. Craftmark Pipe Markers.
  - 4. Kolbi Pipe Marker Co.
- B. General Requirements for Manufactured Pipe Labels: Preprinted, color-coded, with lettering indicating service, and showing flow direction according to ASME A13.1.
- C. Letter and Background Color: As indicated for specific application under Part 3.
- D. Pretensioned Pipe Labels: Precoiled, semirigid plastic formed to cover full circumference of pipe and to attach to pipe without fasteners or adhesive.
- E. Self-Adhesive Pipe Labels: Printed plastic with contact-type, permanent-adhesive backing.
- F. Pipe Label Contents: Include identification of piping service (heating hot water supply, heating hot water return, refrigerant piping, condensate drain piping, etc.); also include the following:
  - 1. Pipe size.
  - 2. Flow-Direction Arrows: Integral with piping system service lettering to accommodate both directions or as separate unit on each pipe label to indicate flow direction.
- G. Lettering Size: Size letters according to ASME A13.1 for piping.

## 2.3 VALVE TAGS

- A. Valve Tags: Stamped or engraved with 1/4-inch letters for piping system abbreviation and 1/2-inch numbers.
  - 1. Tag Material: Brass, 0.032-inch minimum thickness, and having predrilled or stamped holes for attachment hardware.
  - 2. Fasteners: Brass wire-link, beaded chain, cable tie; or S-hook.
- B. Valve Schedules: For each piping system, on 8-1/2-by-11-inch bond paper. Tabulate valve number, piping system, system abbreviation (as shown on valve tag), location of valve (room or space), normal-operating position (open, closed, or modulating), and variations for identification. Mark valves for emergency shutoff and similar special uses. Valve-tag schedule shall be included in operation and maintenance data.
  - 1. Include valve-tag schedule in operation and maintenance data.

## 2.4 DUCT LABELS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Brady Corporation.
  - 2. Carlton Industries, LP.
  - 3. Craftmark Pipe Markers.
  - 4. Kolbi Pipe Marker Co.
- B. Material and Thickness: Multilayer, multicolor, plastic labels for mechanical engraving, 1/16 inch thick, and having predrilled holes for attachment hardware.
- C. Letter and Background Color: As indicated for specific application under Part 3.
- D. Maximum Temperature: Able to withstand temperatures up to 160 deg F.
- E. Minimum Label Size: Length and width vary for required label content, but not less than 2-1/2 by 3/4 inch.
- F. Minimum Letter Size: 1/4 inch for name of units if viewing distance is less than 24 inches, 1/2 inch for viewing distances up to 72 inches, and proportionately larger lettering for greater viewing distances. Include secondary lettering two-thirds to three-quarters the size of principal lettering.
- G. Self-Adhesive Duct Labels: Contact-type permanent adhesive, compatible with label and with substrate.
- H. Duct Label Contents: Include identification of duct service using same designations or abbreviations as used on drawings (Supply Air Duct, Return Air Duct, Exhaust Air Duct, Outside Air Duct, etc.); also include the following:
  - 1. Duct Size.
  - 2. Flow-Direction Arrows: Integral with duct system service lettering to accommodate both directions or as separate unit on each duct label to indicate flow direction.

## **PART 3 - EXECUTION**

### **3.1 PREPARATION**

- A. Clean piping and equipment surfaces of substances that could impair bond of identification devices, including dirt, oil, grease, release agents, and incompatible primers, paints, and encapsulants.
- B. Color Coding Scheme for Locating Hidden Utility Components
  - 1. Scheme shall be provided in locations with suspended grid ceilings. The color coding scheme shall identify points of access for maintenance and operation of operable components which are not visible from the finished space and installed in the space directly above the suspended grid ceiling. The operable components shall include valves, dampers, switches, linkages equipment, and VAV boxes. The color coding scheme shall consist of a color coded tag with the Equipment ID Number. Each colored tag shall use approximately 3/8 inch high bold Arial font text and be secured to the grid adjacent to removable ceiling panels. The color code system shall be as indicated below:

Color	System	Location
Black with White Lettering	HVAC Equipment	On Ceiling Grid

**VAV-XX**

### **3.2 GENERAL INSTALLATION REQUIREMENTS**

- A. Coordinate installation of identifying devices with completion of covering and painting of surfaces where devices are to be applied.
- B. Coordinate installation of identifying devices with locations of access panels and doors.
- C. Install identifying devices before installing acoustical ceilings and similar concealment.
- D. Locate identifying devices so that they are readily visible from the point of normal approach.

### **3.3 EQUIPMENT LABEL INSTALLATION**

- A. Install or permanently fasten labels on each major item of mechanical equipment.
- B. Locate equipment labels where accessible and visible.

### **3.4 PIPE LABEL INSTALLATION**

- A. Install pipe labels showing service and flow direction with permanent adhesive on pipes.

- B. Pipe Label Locations: Locate pipe labels where piping is exposed or above accessible ceilings in finished spaces; machine rooms; accessible maintenance spaces such as shafts, tunnels, and plenums; and exterior exposed locations as follows:
  - 1. Within 3 ft. of each valve and control device.
  - 2. Near each branch connection, excluding short takeoffs for fixtures and terminal units. Where flow pattern is not obvious, mark each pipe at branch.
  - 3. Near penetrations and on both sides of through walls, floors, ceilings, and inaccessible enclosures.
  - 4. At access doors, manholes, and similar access points that permit view of concealed piping.
  - 5. Within 3 ft. of equipment items and other points of origination and termination.
  - 6. Spaced at maximum intervals of 25 feet along each run. Reduce intervals to 10 ft. in areas of congested piping, ductwork, and equipment.
- C. Directional Flow Arrows: Arrows shall be used to indicate direction of flow in pipes, including pipes where flow is allowed in both directions.
- D. Do not apply plastic pipe labels or plastic tapes directly to bare pipes conveying fluids at temperatures of 125 deg F or higher. Where these pipes are to remain uninsulated, use a short section of insulation.
- E. Pipe Label Color Schedule:
  - 1. Heating Hot Water Supply: White letters on a green background.
  - 2. Heating Hot Water Return: White Letters on a green background.
  - 3. Gas Piping (Inside of Building): Black letters on Yellow background.

### 3.5 VALVE-TAG INSTALLATION

- A. Install tags on valves and control devices in piping systems, except check valves; valves within factory-fabricated equipment units; shutoff valves; faucets; convenience and lawn watering hose connections; and HVAC terminal devices and similar roughing-in connections of end-use fixtures and units. List tagged valves in a valve schedule.
- B. Valve-Tag Application Schedule: Tag valves according to size, shape, and color scheme and with captions similar to those indicated in the following subparagraphs:
  - 1. Valve-Tag Size and Shape: 1-1/2 inches, round.
  - 2. Valve-Tag Color: Natural brass finish.

### 3.6 DUCT LABEL INSTALLATION

- A. Install self-adhesive duct labels with permanent adhesive on air ducts.
- B. Locate labels near points where ducts enter into and exit from concealed spaces and at maximum intervals of 20 feet in each space where ducts are exposed or concealed by removable ceiling system.
- C. Directional Flow Arrows: Arrows shall be used to indicate direction of flow in ducts, including ducts where flow is allowed in both directions.

D. Duct Label Color Schedule:

1. Supply Air: White letters on a Blue background.
2. Return Air: Black letters on a Yellow background.
3. Exhaust Air: White letters on a Green background.
4. Outside air: White letters on a Black background.

E. Fabric ducts and exposed painted ducts are exempt from labeling requirements.

**END OF SECTION 23 05 53**



DIVISION 23 – MECHANICAL  
**SECTION 23 05 93**  
**TESTING, ADJUSTING, AND BALANCING FOR HVAC**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section Includes:
1. Testing, Adjusting, and Balancing of Air Systems:
    - a. Variable-volume air systems.
  2. Testing, Adjusting, and Balancing of Hydronic Piping Systems:
    - a. Constant-flow hydronic systems.
  3. Duct leakage tests verification.
  4. Pipe leakage tests verification.
  5. HVAC Control system verification.

**1.3 DEFINITIONS**

- A. AABC: Associated Air Balance Council.
- B. NEBB: National Environmental Balancing Bureau.
- C. TAB: Testing, adjusting, and balancing.
- D. TABB: Testing, Adjusting, and Balancing Bureau.
- E. TAB Specialist: An independent entity meeting qualifications to perform TAB work.
- F. TDH: Total dynamic head.
- G. UFAD: Underfloor air distribution.

**1.4 INFORMATIONAL SUBMITTALS**

- A. Qualification Data: Within 90 days of Contractor's Notice to Proceed, submit documentation that the TAB specialist and this Project's TAB team members meet the qualifications specified in "Quality Assurance" Article.

- B. Sample report forms.
- C. Instrument calibration reports, to include the following:
  - 1. Instrument type and make.
  - 2. Serial number.
  - 3. Application.
  - 4. Dates of use.
  - 5. Dates of calibration.

## 1.5 QUALITY ASSURANCE

- A. TAB Specialists Qualifications, Certified by AABC, NEBB, or TABB:
  - 1. TAB Field Supervisor: Employee of the TAB specialist and certified by AABC.
  - 2. TAB Technician: Employee of the TAB specialist and certified by AABC.
- B. Instrumentation Type, Quantity, Accuracy, and Calibration: Comply with requirements in ASHRAE 111, Section 4, "Instrumentation."
- C. ASHRAE/IES 90.1 Compliance: Applicable requirements in ASHRAE/IES 90.1, Section 6.7.2.3 - "System Balancing."
- D. Code and AHJ Compliance: TAB is required to comply with governing codes and requirements of authorities having jurisdiction.

## 1.6 FIELD CONDITIONS

- A. Partial Owner Occupancy: Owner may occupy completed areas of building before Substantial Completion. Cooperate with Owner during TAB operations to minimize conflicts with Owner's operations.

## **PART 2 - PRODUCTS (Not Applicable)**

## **PART 3 - EXECUTION**

### 3.1 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 installed systems for balancing devices, such as test ports, gauge cocks, thermometer wells, flow-control devices, balancing valves and fittings, and manual volume dampers. Verify that locations of these balancing devices are applicable for intended purpose and are accessible.
- C. Examine the approved submittals for HVAC systems and equipment.
- D. 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.
- E. Examine system and equipment installations and verify that field quality-control testing, cleaning, and adjusting specified in individual Sections have been performed.
- F. Examine test reports specified in individual system and equipment Sections.
- G. Examine HVAC equipment and verify that bearings are greased, belts are aligned and tight, filters are clean, and equipment with functioning controls is ready for operation.
- H. Examine HVAC equipment, and verify that they are accessible and their controls are connected and functioning.
- I. Examine terminal units, such as variable-air-volume boxes, and verify that they are accessible and their controls are connected and functioning.
- J. Examine control valves for proper installation for their intended function of isolating, throttling, diverting, or mixing fluid flows.
- K. Examine heat-transfer coils for correct piping connections and for clean and straight fins.
- L. Examine operating safety interlocks and controls on HVAC equipment.
- M. Examine control dampers for proper installation for their intended function of isolating, throttling, diverting, or mixing air flows.
- 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.

### 3.2 PREPARATION

- A. Prepare a TAB plan that includes the following:
  1. Equipment and systems to be tested.
  2. Strategies and step-by-step procedures for balancing the systems.
  3. Instrumentation to be used.
  4. Sample forms with specific identification for all equipment.
- B. Perform system-readiness checks of HVAC systems and equipment to verify system readiness for TAB work. Include, at a minimum, the following:
  1. Airside:
    - a. Verify that leakage and pressure tests on air distribution systems have been satisfactorily completed.
    - b. Duct systems are complete with terminals installed.
    - c. Volume, smoke, and fire dampers are open and functional.
    - d. Clean filters are installed.
    - e. Fans are operating, free of vibration, and rotating in correct direction.
    - f. Variable-frequency controllers' startup is complete and safeties are verified.
    - g. Automatic temperature-control systems are operational.

- h. Ceilings are installed.
- i. Windows and doors are installed.
- j. Suitable access to balancing devices and equipment is provided.

2. Hydronics:

- a. Verify leakage and pressure tests on water distribution systems have been satisfactorily completed.
- b. Piping is complete with terminals installed.
- c. Water treatment is complete.
- d. Systems are flushed, filled, and air purged.
- e. Strainers are pulled and cleaned.
- f. Control valves are functioning in accordance with the sequence of operation.
- g. Shutoff and balance valves have been verified to be 100 percent open.
- h. Pumps are started and proper rotation is verified.
- i. Pump gauge connections are installed directly at pump inlet and outlet flanges or in discharge and suction pipe prior to valves or strainers.
- j. Variable-frequency controllers' startup is complete and safeties are verified.
- k. Suitable access to balancing devices and equipment is provided.

### 3.3 GENERAL PROCEDURES FOR TESTING AND BALANCING

- A. Perform testing and balancing procedures on each system in accordance with the procedures contained in ASHRAE 111 and in this Section.
- B. Cut insulation, ducts, pipes, and equipment casings for installation of test probes to the minimum extent necessary for TAB procedures.
  - 1. After testing and balancing, patch probe holes in ducts with same material and thickness as used to construct ducts.
  - 2. Where holes for probes are required in piping or hydronic equipment, install pressure and temperature test plugs to seal systems.
  - 3. Install and join new insulation that matches removed materials. Restore insulation, coverings, vapor barrier, and finish in accordance with Section 23 07 19 "HVAC Piping Insulation."
- C. Mark equipment and balancing devices, including damper-control positions, valve position indicators, fan-speed-control levers, and similar controls and devices, with paint or other suitable, permanent identification material to show final settings.
- D. Take and report testing and balancing measurements in inch-pound (IP) units.

### 3.4 TESTING, ADJUSTING, AND BALANCING OF HVAC EQUIPMENT

- A. Test, adjust, and balance HVAC equipment indicated on Drawings, including, but not limited to, the following:
  - 1. Terminal units.
  - 2. Rooftop units.
  - 3. Pumps.
  - 4. Coils.
  - 5. Ductwork.
  - 6. Piping.

### 3.5 GENERAL PROCEDURES FOR BALANCING AIR SYSTEMS

- A. Prepare test reports for both fans and outlets. Obtain manufacturer's outlet factors and recommended testing procedures. Crosscheck the summation of required outlet volumes with required fan volumes.
- B. Prepare schematic diagrams of systems' Record drawings duct layouts.
- C. For variable-air-volume systems, develop a plan to simulate diversity.
- D. Determine the best locations in main and branch ducts for accurate duct-airflow measurements.
- E. Check airflow patterns from the outdoor-air louvers and dampers and the return- and exhaust-air dampers through the supply-fan discharge and mixing dampers.
- F. Locate start-stop and disconnect switches, electrical interlocks, and motor starters.
- G. Verify that motor starters are equipped with properly sized thermal protection.
- H. Check dampers for proper position to achieve desired airflow path.
- I. Check for airflow blockages.
- J. Check condensate drains for proper connections and functioning.
- K. Check for proper sealing of air-handling-unit components.

### 3.6 PROCEDURES FOR VARIABLE-AIR-VOLUME SYSTEMS

- A. Adjust the variable-air-volume systems as follows:
  - 1. Verify that the system static pressure sensor is located two-thirds of the distance down the duct from the fan discharge.
  - 2. Verify that the system is under static pressure control.
  - 3. Select the terminal unit that is most critical to the supply-fan airflow. Measure inlet static pressure, and adjust system static pressure control set point so the entering static pressure for the critical terminal unit is not less than the sum of the terminal-unit manufacturer's recommended minimum inlet static pressure plus the static pressure needed to overcome terminal-unit discharge system losses.
  - 4. Calibrate and balance each terminal unit for maximum and minimum design airflow as follows:
    - a. Adjust controls so that terminal is calling for maximum airflow. Some controllers require starting with minimum airflow. Verify calibration procedure for specific project.
    - b. Measure airflow and adjust calibration factor as required for design maximum airflow. Record calibration factor.
    - c. When maximum airflow is correct, balance the air outlets downstream from terminal units.
    - d. Adjust controls so that terminal is calling for minimum airflow.
    - e. Measure airflow and adjust calibration factor as required for design minimum airflow. Record calibration factor. If no minimum calibration is available, note any deviation from design airflow.

- f. On constant volume terminals, in critical areas where room pressure is to be maintained, verify that the airflow remains constant over the full range of full cooling to full heating. Note any deviation from design airflow or room pressure.
5. After terminals have been calibrated and balanced, test and adjust system for total airflow. Adjust fans to deliver total design airflows within the maximum allowable fan speed listed by fan manufacturer.
  - a. Set outside-air, return-air, and relief-air dampers for proper position that simulates minimum outdoor-air conditions.
  - b. Set terminals for maximum airflow. If system design includes diversity, adjust terminals for maximum and minimum airflow, so that connected total matches fan selection and simulates actual load in the building.
  - c. Where duct conditions allow, measure airflow by main Pitot-tube traverse. If necessary, perform multiple Pitot-tube traverses close to the fan and prior to any outlets, to obtain total airflow.
  - d. Where duct conditions are unsuitable for Pitot-tube traverse measurements, a coil traverse may be acceptable.
6. Measure fan static pressures as follows:
  - a. Measure static pressure directly at the fan outlet or through the flexible connection.
  - b. Measure static pressure directly at the fan inlet or through the flexible connection.
  - c. Measure static pressure across each component that makes up the air-handling system.
  - d. Report any artificial loading of filters at the time static pressures are measured.
7. Set final return and outside airflow to the fan while operating at maximum return airflow and minimum outdoor airflow.
  - a. Balance the return-air ducts and inlets.
  - b. Verify that terminal units are meeting design airflow under system maximum flow.
8. Re-measure the inlet static pressure at the most critical terminal unit, and adjust the system static pressure set point to the most energy-efficient set point to maintain the optimum system static pressure. Record set point and give to controls Contractor.
9. Verify final system conditions as follows:
  - a. Re-measure and confirm that minimum outdoor, return, and relief airflows are within design. Readjust to match design if necessary.
  - b. Re-measure and confirm that total airflow is within design.
  - c. Re-measure final fan operating data, speed, volts, amps, and static profile.
  - d. Mark final settings.
  - e. Test system in economizer mode. Verify proper operation and adjust if necessary. Measure and record all operating data.
  - f. Verify tracking between supply and return fans.

### 3.7 GENERAL PROCEDURES FOR HYDRONIC SYSTEMS

- A. Prepare test reports for pumps, coils, and other equipment. Obtain approved submittals and manufacturer-recommended testing procedures. Crosscheck the summation of required coil and equipment flow rates with pump design flow rate.
- B. Prepare schematic diagrams of systems' Record drawings piping layouts.

- C. In addition to requirements in "Preparation" Article, prepare hydronic systems for testing and balancing as follows:
1. Check expansion tank for proper setting.
  2. Check highest vent for adequate pressure.
  3. Check flow-control valves for proper position.
  4. Locate start-stop and disconnect switches, electrical interlocks, and motor controllers.
  5. Verify that motor controllers are equipped with properly sized thermal protection.
  6. Check that air has been purged from the system.
- D. Measure and record upstream and downstream pressure of each piece of equipment.
- E. Measure and record upstream and downstream pressure of pressure-reducing valves.
- F. Check settings and operation of automatic temperature-control valves, self-contained control valves, and pressure-reducing valves. Record final settings.
1. Check settings and operation of each safety valve. Record settings.

### 3.8 PROCEDURES FOR CONSTANT-FLOW HYDRONIC SYSTEMS

- A. Adjust pumps to deliver total design flow.
1. Measure total water flow.
    - a. Position valves for full flow through coils.
    - b. Measure flow by main flow meter, if installed.
    - c. If main flow meter is not installed, determine flow by pump TDH or known equipment pressure drop.
  2. Measure pump TDH as follows:
    - a. Measure discharge pressure directly at the pump outlet flange or in discharge pipe prior to any valves.
    - b. Measure inlet pressure directly at the pump inlet flange or in suction pipe prior to any valves or strainers.
    - c. Convert pressure to head and correct for differences in gauge heights.
    - d. Verify pump impeller size by measuring the TDH with the discharge valve closed. Note the point on manufacturer's pump curve at zero flow, and verify that the pump has the intended impeller size.
    - e. With valves open, read pump TDH. Adjust pump discharge valve until design water flow is achieved. If excessive throttling is required to achieve desired flow, recommend pump impellers be trimmed to reduce excess throttling.
  3. Monitor motor performance during procedures, and do not operate motor in an overloaded condition.
- B. Adjust flow-measuring devices installed in mains and branches to design water flows.
1. Measure flow in main and branch pipes.
  2. Adjust main and branch balance valves for design flow.
  3. Re-measure each main and branch after all have been adjusted.
- C. Adjust flow-measuring devices installed at terminals for each space to design water flows.

1. Measure flow at terminals.
  2. Adjust each terminal to design flow.
  3. Re-measure each terminal after it is adjusted.
  4. Position control valves to bypass the coil, and adjust the bypass valve to maintain design flow.
  5. Perform temperature tests after flows have been balanced.
- D. For systems with pressure-independent valves at terminals:
1. Measure differential pressure and verify that it is within manufacturer's specified range.
  2. Perform temperature tests after flows have been verified.
- E. For systems without pressure-independent valves or flow-measuring devices at terminals:
1. Measure and balance coils by either coil pressure drop or temperature method.
  2. If balanced by coil pressure drop, perform temperature tests after flows have been verified.
- F. Verify final system conditions as follows:
1. Re-measure and confirm that total water flow is within design.
  2. Re-measure final pumps' operating data, TDH, volts, amps, and static profile.
  3. Mark final settings.
- G. Verify that memory stops have been set.

### 3.9 PROCEDURES FOR HEAT-TRANSFER COILS

- A. Measure, adjust, and record the following data for each hydronic coil:
1. Entering- and leaving-water temperature.
  2. Water flow rate.
  3. Water pressure drop.
  4. Dry-bulb temperature of entering and leaving air.
  5. Wet-bulb temperature of entering and leaving air for cooling coils.
  6. Airflow.
  7. Air pressure drop.
- B. Measure, adjust, and record the following data for each refrigerant coil:
1. Dry-bulb temperature of entering and leaving air.
  2. Wet-bulb temperature of entering and leaving air.
  3. Airflow.
  4. Air pressure drop.
  5. Entering and leaving refrigerant pressure and temperatures.

### 3.10 DUCT LEAKAGE TESTS

- A. Witness the duct leakage testing performed by Installer.
- B. Verify that proper test methods are used and that leakage rates are within specified limits.
- C. Report deficiencies observed.



### 3.11 PIPE LEAKAGE TESTS

- A. Witness the pipe pressure testing performed by Installer.
- B. Verify that proper test methods are used and that leakage rates are within specified limits.
- C. Report deficiencies observed.

### 3.12 HVAC CONTROLS VERIFICATION

- A. In conjunction with system balancing, perform the following:
  - 1. Verify HVAC control system is operating within the design limitations.
  - 2. Confirm that the sequences of operation are in compliance with Contract Documents.
  - 3. Verify that controllers are calibrated and function as intended.
  - 4. Verify that controller set points are as indicated.
  - 5. Verify the operation of lockout or interlock systems.
  - 6. Verify the operation of valve and damper actuators.
  - 7. Verify that controlled devices are properly installed and connected to correct controller.
  - 8. Verify that controlled devices travel freely and are in position indicated by controller: open, closed, or modulating.
  - 9. Verify location and installation of sensors to ensure that they sense only intended temperature, humidity, or pressure.
- B. Reporting: Include a summary of verifications performed, remaining deficiencies, and variations from indicated conditions.

### 3.13 PROCEDURES FOR TESTING, ADJUSTING, AND BALANCING EXISTING SYSTEMS

- A. Perform a preconstruction inspection of existing equipment that is to remain and be reused.
  - 1. Measure and record the operating speed, airflow, and static pressure of each fan and equipment with fan(s).
  - 2. Measure and record flows, temperatures, and pressures of each piece of equipment in each hydronic system. Compare the values to design or nameplate information, where information is available.
  - 3. Measure motor voltage and amperage. Compare the values to motor nameplate information.
  - 4. Check the refrigerant charge.
  - 5. Check the condition of filters.
  - 6. Check the condition of coils.
  - 7. Check the operation of the drain pan and condensate-drain trap.
  - 8. Check bearings and other lubricated parts for proper lubrication.
  - 9. Report on the operating condition of the equipment and the results of the measurements taken. Report deficiencies.
- B. TAB After Construction: Before performing testing and balancing of renovated existing systems, inspect existing equipment that is to remain and be reused to verify that existing equipment has been cleaned and refurbished in accordance with renovation scope indicated by Contract Documents. Verify the following:
  - 1. New filters are installed.

2. Coils are clean and fins combed.
  3. Drain pans are clean.
  4. Fans are clean.
  5. Bearings and other parts are properly lubricated.
  6. Deficiencies noted in the preconstruction report are corrected.
- C. Perform testing and balancing of existing systems to the extent that existing systems are affected by the renovation work.
1. Compare the indicated airflow of the renovated work to the measured fan airflows, and determine the new fan speed and the face velocity of filters and coils.
  2. Verify that the indicated airflows of the renovated work result in filter and coil face velocities and fan speeds that are within the acceptable limits defined by equipment manufacturer.
  3. If calculations increase or decrease the airflow rates and water flow rates by more than 5 percent, make equipment adjustments to achieve the calculated rates. If increase or decrease is 5 percent or less, equipment adjustments are not required.
  4. Balance each air outlet.

### 3.14 TOLERANCES

- A. Set HVAC system's airflow rates and water flow rates within the following tolerances:
1. Supply, Return, and Exhaust Fans and Equipment with Fans: Plus or minus 10 percent. If design value is less than 100 cfm, within 10 cfm.
  2. Air Outlets and Inlets: Plus or minus 10 percent. If design value is less than 100 cfm, within 10 cfm.
  3. Heating-Water Flow Rate: Plus 10 percent or minus 5 percent. If design value is less than 10 gpm, within 10 percent.
- B. Maintaining pressure relationships as designed shall have priority over the tolerances specified above.

### 3.15 PROGRESS REPORTING

- A. Initial Construction-Phase Report: Based on examination of the Contract Documents as specified in "Examination" Article, prepare a report on the adequacy of design for system-balancing devices. Recommend changes and additions to system-balancing devices, to facilitate proper performance measuring and balancing. Recommend changes and additions to HVAC systems and general construction to allow access for performance-measuring and -balancing devices.

### 3.16 FINAL REPORT

- A. General: Prepare a certified written report; tabulate and divide the report into separate sections for tested systems and balanced systems.
1. Include a certification sheet at the front of the report's binder, signed and sealed by the certified testing and balancing engineer.
  2. Include a list of instruments used for procedures, along with proof of calibration.
  3. Certify validity and accuracy of field data.

- B. Final Report Contents: In addition to certified field-report data, include the following:
1. Pump curves.
  2. Fan curves.
  3. Manufacturers' test data.
  4. Field test reports prepared by system and equipment installers.
  5. Other information relative to equipment performance; do not include Shop Drawings and Product Data.
- C. General Report Data: In addition to form titles and entries, include the following data:
1. Title page.
  2. Name and address of the TAB specialist.
  3. Project name.
  4. Project location.
  5. Architect's name and address.
  6. Engineer's name and address.
  7. Contractor's name and address.
  8. Report date.
  9. Signature of TAB supervisor who certifies the report.
  10. Table of Contents with the total number of pages defined for each section of the report. Number each page in the report.
  11. Summary of contents, including the following:
    - a. Indicated versus final performance.
    - b. Notable characteristics of systems.
    - c. Description of system operation sequence if it varies from the Contract Documents.
  12. Nomenclature sheets for each item of equipment.
  13. Data for terminal units, including manufacturer's name, type, size, and fittings.
  14. Notes to explain why certain final data in the body of reports vary from indicated values.
  15. Test conditions for fans performance forms, including the following:
    - a. Settings for outdoor-, return-, and exhaust-air dampers.
    - b. Conditions of filters.
    - c. Cooling coil, wet- and dry-bulb conditions.
    - d. Heating coil, dry-bulb conditions.
    - e. Face and bypass damper settings at coils.
    - f. Fan drive settings, including settings and percentage of maximum pitch diameter.
    - g. Settings for pressure controller(s).
    - h. Other system operating conditions that affect performance.
  16. Test conditions for pump performance forms, including the following:
    - a. Variable-frequency controller settings for variable-flow hydronic systems.
    - b. Settings for pressure controller(s).
    - c. Other system operating conditions that affect performance.
- D. System Diagrams: Include schematic layouts of air and hydronic distribution systems. Present each system with single-line diagram and include the following:
1. Quantities of outdoor, supply, return, and exhaust airflows.
  2. Water and steam flow rates.
  3. Duct, outlet, and inlet sizes.

4. Pipe and valve sizes and locations.
5. Terminal units.
6. Balancing stations.
7. Position of balancing devices.

E. Rooftop Unit Test Reports: For rooftop units, include the following:

1. Unit Data:
  - a. Unit identification.
  - b. Location.
  - c. Make and type.
  - d. Model number and unit size.
  - e. Manufacturer's serial number.
  - f. Unit arrangement and class.
  - g. Discharge arrangement.
  - h. Sheave make, size in inches (mm), and bore.
  - i. Center-to-center dimensions of sheave and amount of adjustments in inches (mm).
  - j. Number, make, and size of belts.
  - k. Number, type, and size of filters.
2. Motor Data:
  - a. Motor make, and frame type and size.
  - b. Horsepower and speed.
  - c. Volts, phase, and hertz.
  - d. Full-load amperage and service factor.
  - e. Sheave make, size in inches (mm), and bore.
  - f. Center-to-center dimensions of sheave and amount of adjustments in inches (mm).
3. Test Data (Indicated and Actual Values):
  - a. Total airflow rate in cfm.
  - b. Total system static pressure in inches wg.
  - c. Fan speed.
  - d. Inlet and discharge static pressure in inches wg.
  - e. For each filter bank, filter static-pressure differential in inches wg.
  - f. Preheat-coil static-pressure differential in inches wg.
  - g. Cooling-coil static-pressure differential in inches wg.
  - h. Heating-coil static-pressure differential in inches wg.
  - i. List for each internal component with pressure-drop, static-pressure differential in inches wg.
  - j. Outdoor airflow in cfm.
  - k. Return airflow in cfm.
  - l. Outdoor-air damper position.
  - m. Return-air damper position.

F. Air-Terminal-Device Reports:

1. Unit Data:
  - a. System and air-handling unit identification.
  - b. Location and zone.
  - c. Apparatus used for test.
  - d. Area served.

- e. Make.
- f. Number from system diagram.
- g. Type and model number.
- h. Size.
- i. Effective area in sq. ft.

2. Test Data (Indicated and Actual Values):

- a. Airflow rate in cfm.
- b. Air velocity in fpm.
- c. Preliminary airflow rate as needed in cfm.
- d. Preliminary velocity as needed in fpm.
- e. Final airflow rate in cfm.
- f. Final velocity in fpm.
- g. Space temperature in deg F.

G. Hot Water-Coil Test Reports: For hot water reheat coils of terminal units, include the following:

1. Unit Data:

- a. System and air-handling-unit identification.
- b. Location and zone.
- c. Room or riser served.
- d. Coil make and size.
- e. Flowmeter type.

2. Test Data (Indicated and Actual Values):

- a. Airflow rate in cfm.
- b. Average face velocity in fpm.
- c. Air pressure drop in inches wg.
- d. Water flow rate in gpm.
- e. Water pressure drop in feet of head or psig.
- f. Entering-water temperature in deg F.
- g. Leaving-water temperature in deg F.
- h. Water pressure drop in feet of head or psig.
- i. Entering-air temperature in deg F.
- j. Leaving-air temperature in deg F.

H. Pump Test Reports: Calculate impeller size by plotting the shutoff head on pump curves, and include the following:

1. Unit Data:

- a. Unit identification.
- b. Location.
- c. Service.
- d. Make and size.
- e. Model number and serial number.
- f. Water flow rate in gpm.
- g. Water pressure differential in feet of head or psig.
- h. Required net positive suction head in feet of head or psig.
- i. Pump speed.
- j. Impeller diameter in inches.
- k. Motor make and frame size.

- l. Motor horsepower and rpm.
  - m. Voltage at each connection.
  - n. Amperage for each phase.
  - o. Full-load amperage and service factor.
  - p. Seal type.
2. Test Data (Indicated and Actual Values):
- a. Static head in feet of head or psig.
  - b. Pump shutoff pressure in feet of head or psig.
  - c. Actual impeller size in inches.
  - d. Full-open flow rate in gpm.
  - e. Full-open pressure in feet of head or psig.
  - f. Final discharge pressure in feet of head or psig.
  - g. Final suction pressure in feet of head or psig.
  - h. Final total pressure in feet of head or psig.
  - i. Final water flow rate in gpm.
  - j. Voltage at each connection.
  - k. Amperage for each phase.
  - l.
- I. Round, Flat-Oval, and Rectangular Duct Traverse Reports: Include a diagram with a grid representing the duct cross-section and record the following:
1. Report Data:
- a. System fan and air-handling-unit number.
  - b. Location and zone.
  - c. Traverse air temperature in deg F.
  - d. Duct static pressure in inches wg.
  - e. Duct size in inches.
  - f. Duct area in sq. ft..
  - g. Indicated airflow rate in cfm.
  - h. Indicated velocity in fpm.
  - i. Actual airflow rate in cfm.
  - j. Actual average velocity in fpm.
  - k. Barometric pressure in psig.
- J. Instrument Calibration Reports:
1. Report Data:
- a. Instrument type and make.
  - b. Serial number.
  - c. Application.
  - d. Dates of use.
  - e. Dates of calibration.

### 3.17 VERIFICATION OF TAB REPORT

- A. The TAB specialist's test and balance engineer shall conduct the inspection in the presence of Commissioning Authority.

- B. Commissioning Authority shall randomly select measurements, documented in the final report, to be rechecked. Rechecking shall be limited to the lesser of either 10 percent of the total measurements recorded or the extent of measurements that can be accomplished in a normal 8-hour business day.
- C. If rechecks yield measurements that differ from the measurements documented in the final report by more than the tolerances allowed, the measurements shall be noted as "FAILED."
- D. If the number of "FAILED" measurements is greater than 20 percent of the total measurements checked during the final inspection, the TAB shall be considered incomplete and shall be rejected.
- E. If recheck measurements find the number of failed measurements noncompliant with requirements indicated, proceed as follows:
  - 1. TAB specialists shall recheck all measurements and make adjustments. Revise the final report and balancing device settings to include all changes; resubmit the final report and request a second final inspection. All changes shall be tracked to show changes made to previous report.
  - 2. If the second final inspection also fails, Owner may pursue others Contract options to complete TAB work.
- F. Prepare test and inspection reports.

### 3.18 ADDITIONAL TESTS

- A. Seasonal Periods: If initial TAB procedures were not performed during near-peak summer and winter conditions, perform additional TAB during near-peak summer and winter conditions.

**END OF SECTION 23 05 93**

## **PART 1 - GENERAL**

### **1.1 RELATED DOCUMENTS**

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

### **1.2 SUMMARY**

- A. Section includes insulating the following duct services:
  - 1. Indoor, concealed supply and return air.
- B. Related Sections:
  - 1. Section 23 31 13 "Metal Ducts".
  - 2. Section 23 05 29 "Hangers and Supports for HVAC Ductwork and Equipment."

### **1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of product indicated. Include thermal conductivity, water-vapor permeance thickness, and jackets (both factory- and field-applied if any).

### **1.4 QUALITY ASSURANCE**

- A. Surface-Burning Characteristics: For insulation and related materials, as determined by testing identical products according to ASTM E 84, by a testing agency acceptable to authorities having jurisdiction. Factory label insulation and jacket materials and adhesive, mastic, tapes, and cement material containers, with appropriate markings of applicable testing agency.
  - 1. Insulation Installed Indoors: Flame-spread index of 25 or less, and smoke-developed index of 50 or less.

### **1.5 DELIVERY, STORAGE, AND HANDLING**

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

### **1.6 COORDINATION**

- A. Coordinate sizes and locations of supports, hangers, and insulation shields specified in Section 23 05 29 "Hangers and Supports for HVAC Ductwork and Equipment."



- B. Coordinate clearance requirements with duct Installer for duct insulation application. Before preparing ductwork Shop Drawings, establish and maintain clearance requirements for installation of insulation and field-applied jackets and finishes and for space required for maintenance.

## 1.7 SCHEDULING

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

## **PART 2 - PRODUCTS**

### 2.1 INSULATION MATERIALS

- A. Comply with requirements in "Duct Insulation Schedule, General," and "Indoor Duct and Plenum Insulation Schedule," articles for where insulating materials shall be applied.
- B. Products shall not contain asbestos, lead, mercury, or mercury compounds.
- C. Products that come in contact with stainless steel shall have a leachable chloride content of less than 50 ppm when tested according to ASTM C 871.
- D. Insulation materials for use on austenitic stainless steel shall be qualified as acceptable according to ASTM C 795.
- E. Foam insulation materials shall not use CFC or HCFC blowing agents in the manufacturing process.
- F. Glass-Fiber Blanket: Glass fibers bonded with a thermosetting resin; suitable for maximum use temperature up to 450 deg F in accordance with ASTM C411. Comply with ASTM C553, Type II, and ASTM C1290, Type III with factory-applied FSK jacket. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Owens Corning
    - b. Johns Manville
    - c. Knauf
    - d. CertainTeed
- G. Mineral-Fiber Blanket Insulation: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C 553, Type II and ASTM C 1290, Type III with field-applied FSK or FSP jacket. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

- a. Owens Corning
- b. Johns Manville
- c. Knauf
- d. CertainTeed

## 2.2 ADHESIVES

- A. Materials shall be compatible with insulation materials, jackets, and substrates and for bonding insulation to itself and to surfaces to be insulated unless otherwise indicated.
- B. Glass-Fiber and Mineral Wool Adhesive: Comply with MIL-A-3316C, Class 2, Grade A.
- C. Mineral-Fiber Adhesive: Comply with MIL-A-3316C, Class 2, Grade A.
- D. FSK Jacket Adhesive: Comply with MIL-A-3316C, Class 2, Grade A for bonding insulation jacket lap seams and joints.

## 2.3 MASTICS

- A. Materials shall be compatible with insulation materials, jackets, and substrates; comply with MIL-PRF-19565C, Type II.
- B. Vapor-Barrier Mastic: Water based; suitable for indoor use on below ambient services.
  - 1. Water-Vapor Permeance: ASTM E 96/E 96M, Procedure B, 0.013 perm at 43-mil dry film thickness.
  - 2. Service Temperature Range: Minus 20 to plus 180 deg F.
  - 3. Solids Content: ASTM D 1644, 58 percent by volume and 70 percent by weight.
  - 4. Color: White.
- C. Vapor-Barrier Mastic: Solvent based; suitable for indoor use on below ambient services.
  - 1. Water-Vapor Permeance: ASTM F 1249, 0.05 perm at 35-mil dry film thickness.
  - 2. Service Temperature Range: 0 to 180 deg F.
  - 3. Solids Content: ASTM D 1644, 44 percent by volume and 62 percent by weight.
  - 4. Color: White.
- D. Breather Mastic: Water based; suitable for indoor and outdoor use on above ambient services.
  - 1. Water-Vapor Permeance: ASTM F 1249, 1.8 perms at 0.0625-inch dry film thickness.
  - 2. Service Temperature Range: Minus 20 to plus 180 deg F.
  - 3. Solids Content: 60 percent by volume and 66 percent by weight.
  - 4. Color: White.

## 2.4 SEALANTS

- A. FSK and Metal Jacket Flashing Sealants:
  - 1. Materials shall be compatible with insulation materials, jackets, and substrates.
  - 2. Fire- and water-resistant, flexible, elastomeric sealant.
  - 3. Service Temperature Range: Minus 40 to plus 250 deg F.
  - 4. Color: Aluminum.

## 2.5 FACTORY-APPLIED JACKETS

- A. Insulation system schedules indicate factory-applied jackets on various applications. When factory-applied jackets are indicated, comply with the following:
  - 1. FSK Jacket: Aluminum-foil, fiberglass-reinforced scrim with kraft-paper backing; complying with ASTM C1136, Type II.

## 2.6 TAPES

- A. FSK Tape: Foil-face, vapor-retarder tape matching factory-applied jacket with acrylic adhesive; complying with ASTM C 1136.
  - 1. Width: 3 inches.
  - 2. Thickness: 6.5 mils.
  - 3. Adhesion: 90 ounces force/inch in width.
  - 4. Elongation: 2 percent.
  - 5. Tensile Strength: 40 lbf/inch in width.
  - 6. FSK Tape Disks and Squares: Precut disks or squares of FSK tape.
- B. Aluminum-Foil Tape: Vapor-retarder tape with acrylic adhesive.
  - 1. Width: 2 inches.
  - 2. Thickness: 3.7 mils.
  - 3. Adhesion: 100 ounces force/inch in width.
  - 4. Elongation: 5 percent.
  - 5. Tensile Strength: 34 lbf/inch in width.

## 2.7 SECUREMENTS

- A. Bands:
  - 1. Stainless Steel: ASTM A 167 or ASTM A 240/A 240M, Type 304 or Type 316; 0.015 inch thick, 1/2 inch wide with wing seal or closed seal.
  - 2. Aluminum: ASTM B 209, Alloy 3003, 3005, 3105, or 5005; Temper H-14, 0.020 inch thick, 1/2 inch wide with wing seal or closed seal.
- B. Insulation Pins and Hangers:
  - 1. Capacitor-Discharge-Weld Pins: Copper- or zinc-coated steel pin, fully annealed for capacitor-discharge welding, 0.106-inch-diameter shank, length to suit depth of insulation indicated.
  - 2. Cupped-Head, Capacitor-Discharge-Weld Pins: Copper- or zinc-coated steel pin, fully annealed for capacitor-discharge welding, 0.106-inch- diameter shank, length to suit depth of insulation indicated with integral 1-1/2-inch galvanized carbon-steel washer.
  - 3. Metal, Adhesively Attached, Perforated-Base Insulation Hangers: Baseplate welded to projecting spindle that is capable of holding insulation, of thickness indicated, securely in position indicated when self-locking washer is in place. Comply with the following requirements:

- a. Baseplate: Perforated, galvanized carbon-steel sheet, 0.030 inch thick by 2 inches square.
  - b. Spindle: Aluminum or Stainless steel, fully annealed, 0.106-inch-diameter shank, length to suit depth of insulation indicated.
  - c. Adhesive: Recommended by hanger manufacturer. Product with demonstrated capability to bond insulation hanger securely to substrates indicated without damaging insulation, hangers, and substrates.
- 4. Nonmetal, Adhesively Attached, Perforated-Base Insulation Hangers: Baseplate fastened to projecting spindle that is capable of holding insulation, of thickness indicated, securely in position indicated when self-locking washer is in place. Comply with the following requirements:
  - a. Baseplate: Perforated, nylon sheet, 0.030 inch thick by 1-1/2 inches in diameter.
  - b. Spindle: Nylon, 0.106-inch-diameter shank, length to suit depth of insulation indicated, up to 2-1/2 inches.
  - c. Adhesive: Recommended by hanger manufacturer. Product with demonstrated capability to bond insulation hanger securely to substrates indicated without damaging insulation, hangers, and substrates.
- 5. Self-Sticking-Base Insulation Hangers: Baseplate welded to projecting spindle that is capable of holding insulation, of thickness indicated, securely in position indicated when self-locking washer is in place. Comply with the following requirements:
  - a. Baseplate: Galvanized carbon-steel sheet, 0.030 inch thick by 2 inches square.
  - b. Spindle: Aluminum or Stainless steel, fully annealed, 0.106-inch-diameter shank, length to suit depth of insulation indicated.
  - c. Adhesive-backed base with a peel-off protective cover.
- 6. Insulation-Retaining Washers: Self-locking washers formed from 0.016-inch-thick, aluminum or stainless-steel sheet, with beveled edge sized as required to hold insulation securely in place but not less than 1-1/2 inches in diameter.
  - a. Protect ends with capped self-locking washers incorporating a spring steel insert to ensure permanent retention of cap in exposed locations.
- 7. Nonmetal Insulation-Retaining Washers: Self-locking washers formed from 0.016-inch-thick nylon sheet, with beveled edge sized as required to hold insulation securely in place but not less than 1-1/2 inches in diameter.
- C. Staples: Outward-clinching insulation staples, nominal 3/4-inch-wide, stainless steel or Monel.
- D. Wire: 0.062-inch soft-annealed, galvanized steel.

## 2.8 CORNER ANGLES

- A. PVC Corner Angles: 30 mils thick, minimum 1 by 1 inch, PVC according to ASTM D 1784, Class 16354-C. White or color-coded to match adjacent surface.
- B. Aluminum Corner Angles: 0.040 inch thick, minimum 1 by 1 inch, aluminum according to ASTM B 209, Alloy 3003, 3005, 3105, or 5005; Temper H-14.
- C. Stainless-Steel Corner Angles: 0.024 inch thick, minimum 1 by 1 inch, stainless steel according to ASTM A 167 or ASTM A 240/A 240M, Type 304 or Type 316.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

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

### **3.2 PREPARATION**

- A. Surface Preparation: Clean and dry surfaces to receive insulation. Remove materials that will adversely affect insulation application.

### **3.3 GENERAL INSTALLATION REQUIREMENTS**

- A. Install insulation materials, accessories, and finishes with smooth, straight, and even surfaces; free of voids throughout the length of ducts and fittings.
- B. Install insulation materials, vapor barriers or retarders, jackets, and thicknesses required for each item of duct system as specified in insulation system schedules.
- C. Install accessories compatible with insulation materials and suitable for the service. Install accessories that do not corrode, soften, or otherwise attack insulation or jacket in either wet or dry state.
- D. Install insulation with longitudinal seams at top and bottom of horizontal runs.
- E. Install multiple layers of insulation with longitudinal and end seams staggered.
- F. Keep insulation materials dry during application and finishing. Replace insulation materials that get wet during storage or in the installation process before being properly covered and sealed in accordance with the Contract Documents
- G. Install insulation with tight longitudinal seams and end joints. Bond seams and joints with adhesive recommended by insulation material manufacturer.
- H. Install insulation with least number of joints practical.
- I. Where vapor barrier is indicated, seal joints, seams, and penetrations in insulation at hangers, supports, anchors, and other projections with vapor-barrier mastic.
  - 1. Install insulation continuously through hangers and around anchor attachments.
  - 2. For insulation application where vapor barriers are indicated, extend insulation on anchor legs from point of attachment to supported item to point of attachment to structure. Taper and seal ends at attachment to structure with vapor-barrier mastic.

3. Install insert materials and install insulation to tightly join the insert. Seal insulation to insulation inserts with adhesive or sealing compound recommended by insulation material manufacturer.
- J. Apply adhesives, mastics, and sealants at manufacturer's recommended coverage rate and wet and dry film thicknesses.
- K. Install insulation with factory-applied jackets as follows:
1. Draw jacket tight and smooth.
  2. Cover circumferential joints with 3-inch-wide strips, of same material as insulation jacket. Secure strips with adhesive and outward clinching staples along both edges of strip, spaced 4 inches o.c.
  3. Overlap jacket longitudinal seams at least 1-1/2 inches. Clean and dry surface to receive self-sealing lap. Staple laps with outward clinching staples along edge at 2 inches o.c.
    - a. For below ambient services, apply vapor-barrier mastic over staples.
  4. Cover joints and seams with tape, according to insulation material manufacturer's written instructions, to maintain vapor seal.
  5. Where vapor barriers are indicated, apply vapor-barrier mastic on seams and joints and at ends adjacent to duct flanges and fittings.
- L. Cut insulation in a manner to avoid compressing insulation more than 75 percent of its nominal thickness.
- M. Finish installation with systems at operating conditions. Repair joint separations and cracking due to thermal movement.
- N. Repair damaged insulation facings by applying same facing material over damaged areas. Extend patches at least 4 inches beyond damaged areas. Adhere, staple, and seal patches similar to butt joints.

### 3.4 PENETRATIONS

- A. Insulation Installation at Roof Penetrations: Install insulation continuously through roof penetrations.
1. Seal penetrations with flashing sealant.
  2. For applications requiring only indoor insulation, terminate insulation above roof surface and seal with joint sealant. For applications requiring indoor and outdoor insulation, install insulation for outdoor applications tightly joined to indoor insulation ends. Seal joint with joint sealant.
  3. Extend jacket of outdoor insulation outside roof flashing at least 2 inches below top of roof flashing.
  4. Seal jacket to roof flashing with flashing sealant.
- B. Insulation Installation at Interior Wall and Partition Penetrations (That Are Not Fire Rated): Install insulation continuously through walls and partitions.

### 3.5 INSTALLATION OF GLASS-FIBER AND MINERAL-WOOL INSULATION

- A. Blanket Insulation Installation on Ducts and Plenums: Secure with adhesive and insulation pins.

B. Comply with manufacturer's written installation instructions.

1. Apply adhesives according to manufacturer's recommended coverage rates per unit area, for 75 percent coverage of duct and plenum surfaces, verify with specific manufacturer's recommendations.
2. Apply adhesive to entire circumference of ducts and to all surfaces of fittings and transitions.
3. Install either capacitor-discharge-weld pins and speed washers or cupped-head, capacitor-discharge-weld pins on sides and bottom of horizontal ducts and sides of vertical ducts as follows:
  - a. On duct sides with dimensions 18 inches and smaller, place pins along longitudinal centerline of duct. Space 3 inches maximum from insulation end joints, and 16 inches o.c.
  - b. On duct sides with dimensions larger than 18 inches, place pins 16 inches o.c. each way, and 3 inches maximum from insulation joints. Install additional pins to hold insulation tightly against surface at cross bracing.
  - c. Pins may be omitted from top surface of horizontal, rectangular ducts and plenums.
  - d. Do not overcompress insulation during installation.
  - e. Impale insulation over pins and attach speed washers.
  - f. Cut excess portion of pins extending beyond speed washers or bend parallel with insulation surface. Cover exposed pins and washers with tape matching insulation facing.
4. For ducts and plenums with surface temperatures below ambient, install a continuous unbroken vapor barrier. Create a facing lap for longitudinal seams and end joints with insulation by removing 2 inches from one edge and one end of insulation segment. Secure laps to adjacent insulation section with 1/2-inch outward-clinching staples, 1 inch o.c. Install vapor barrier consisting of factory- or field-applied jacket, adhesive, vapor-barrier mastic, and sealant at joints, seams, and protrusions.
  - a. Repair punctures, tears, and penetrations with tape or mastic to maintain vapor-barrier seal.
  - b. Install vapor stops for ductwork and plenums operating below 50 deg F at 18-foot intervals. Vapor stops shall consist of vapor-barrier mastic applied in a Z-shaped pattern over insulation face, along butt end of insulation, and over the surface. Cover insulation face and surface to be insulated a width equal to two times the insulation thickness, but not less than 3 inches.
5. Overlap unfaced blankets a minimum of 2 inches on longitudinal seams and end joints. At end joints, secure with steel bands spaced a maximum of 18 inches o.c.
6. Install insulation on rectangular duct elbows and transitions with a full insulation section for each surface. Install insulation on round and flat-oval duct elbows with individually mitered gores cut to fit the elbow.
7. Insulate duct stiffeners, hangers, and flanges that protrude beyond insulation surface with 6-inch-wide strips of same material used to insulate duct. Secure on alternating sides of stiffener, hanger, and flange with pins spaced 6 inches o.c.

### 3.6 FINISHES

- A. Do not field paint aluminum or stainless-steel jackets.

### 3.7 DUCT INSULATION SCHEDULE, GENERAL

#### A. Plenums and Ducts Requiring Insulation:

1. Indoor, concealed supply and return air.
2. Indoor, concealed and exposed exhaust between isolation damper and penetration of building exterior.

#### B. Items Not Insulated:

1. Fibrous-glass ducts.
2. Metal ducts with duct liner of sufficient thickness to comply with energy code and ASHRAE/IESNA 90.1.
3. Factory-insulated flexible ducts.
4. Factory-insulated plenums and casings.
5. Flexible connectors.
6. Vibration-control devices.
7. Factory-insulated access panels and doors.

### 3.8 INDOOR DUCT AND PLENUM INSULATION SCHEDULE

#### A. Concealed, round and rectangular, supply-air duct insulation shall be one of the following:

1. Mineral-Fiber Blanket: Minimum 2 inches thick and 1.0-lb/cu. ft. nominal density.
  - a. Minimum installed R-value of 6.0
2. Mineral-Fiber Blanket: Minimum 2.2 inches thick and 0.75-lb/cu. ft. nominal density.
  - a. Minimum installed R-value of 6.0

#### B. Concealed, round and rectangular, return-air duct insulation shall be the following:

1. Mineral-Fiber Blanket: Minimum 2 inches thick and 1.0-lb/cu. ft. nominal density.
  - a. Minimum installed R-value of 6.0
2. Mineral-Fiber Blanket: Minimum 2.2 inches thick and 0.75-lb/cu. ft. nominal density.
  - a. Minimum installed R-value of 6.0

**END OF SECTION 23 07 13**



## **PART 1 - GENERAL**

### **1.1 SUMMARY**

- A. Section includes:
  - 1. Insulation for HVAC piping systems.
- B. Related Requirements:
  - 1. Section 230713 "Duct Insulation" for duct insulation.

### **1.2 ACTION SUBMITTALS**

- A. Product Data: For each type of product. Include thermal conductivity, water-vapor permeance thickness, and jackets (both factory and field applied, if any).

### **1.3 QUALITY ASSURANCE**

- A. Installer Qualifications: Skilled mechanics who have successfully completed an apprenticeship program or craft training program.

### **1.4 DELIVERY, STORAGE, AND HANDLING**

- A. Packaging: Insulation system materials are to be delivered to the Project site in unopened containers. The packaging is to include name of manufacturer, fabricator, type, description, and size.

### **1.5 COORDINATION**

- A. Coordinate sizes and locations of supports, hangers, and insulation shields specified in Section 23 05 29 "Hangers and Supports for HVAC Piping and Equipment."
- B. Coordinate clearance requirements with piping Installer for piping insulation application. Before preparing piping Shop Drawings, establish and maintain clearance requirements for installation of insulation and finishes and for space required for maintenance.

### **1.6 SCHEDULING**

- A. Schedule insulation application after pressure testing systems and, where required, after installing and testing heat tracing. Insulation application may begin on segments that have satisfactory test results.

## 1.7 PERFORMANCE REQUIREMENTS

- A. Surface-Burning Characteristics: For insulation and related materials, as determined by testing identical products in accordance with ASTM E84 by a testing agency acceptable to authority having jurisdiction. Factory label insulation, jacket materials, adhesive, mastic, tapes, and cement material containers with appropriate markings of applicable testing agency.
  - 1. All Insulation Installed Indoors and Outdoors: Flame-spread index of 25 or less, and smoke-developed index of 50 or less.

## **PART 2 - PRODUCTS**

### 2.1 INSULATION MATERIALS

- A. Comply with requirements in "Piping Insulation Schedule, General," and "Indoor Piping Insulation Schedule," articles for where insulating materials are applied.
- B. Products do not contain asbestos, lead, mercury, or mercury compounds.
- C. Products that come into contact with stainless steel have a leachable chloride content of less than 50 ppm when tested in accordance with ASTM C871.
- D. Insulation materials for use on austenitic stainless steel are qualified as acceptable in accordance with ASTM C795.
- E. Foam insulation materials do not use CFC or HCFC blowing agents in the manufacturing process.
- F. Glass-Fiber, Preformed Pipe: Glass fibers bonded with a thermosetting resin; suitable for maximum use temperature up to 850 deg F in accordance with ASTM C411. Comply with ASTM C547.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Johns Manville; a Berkshire Hathaway company.
    - b. Knauf Insulation.
    - c. Owens Corning.
  - 2. Preformed Pipe Insulation: Type I, Grade A, with factory-applied ASJ.
  - 3. Fabricated shapes in accordance with ASTM C450 and ASTM C585.
  - 4. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.
- G. Mineral Wool, Preformed Pipe: Mandrel-wound mineral wool fibers bonded with a thermosetting resin, unfaced; suitable for maximum use temperature up to 1200 deg F in accordance with ASTM C447. Comply with ASTM C547.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Johns Manville; a Berkshire Hathaway company.
    - b. Knauf Insulation.
    - c. Owens Corning.

2. Preformed Pipe Insulation: Type II, Grade A with factory-applied ASJ jacket.
3. Fabricated shapes in accordance with ASTM C450 and ASTM C585.

## 2.2 INSULATING CEMENTS

- A. Glass-Fiber and Mineral Wool Insulating Cement: Comply with ASTM C195.
  1. Manufacturers: Subject to compliance with requirements, provide products by the following:
    - a. Ramco Insulation, Inc.

## 2.3 ADHESIVES

- A. Materials are compatible with insulation materials, jackets, and substrates and for bonding insulation to itself and to surfaces to be insulated unless otherwise indicated.
- B. Glass-Fiber and Mineral Wool Adhesive: Comply with MIL-A-3316C, Class 2, Grade A.
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Childers Brand; H. B. Fuller Construction Products.
    - b. Foster Brand; H. B. Fuller Construction Products.

## 2.4 SEALANTS

- A. Materials are as recommended by the insulation manufacturer and are compatible with insulation materials, jackets, and substrates.
- B. Joint Sealants:
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Childers Brand; H. B. Fuller Construction Products.
    - b. Foster Brand; H. B. Fuller Construction Products.
    - c. Owens Corning.
  2. Permanently flexible, elastomeric sealant.
    - a. Service Temperature Range: Minus 150 to plus 250 deg F.
    - b. Color: White or gray.
- C. ASJ Flashing Sealants and PVC Jacket Flashing Sealants:
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Childers Brand; H. B. Fuller Construction Products.
    - b. Foster Brand; H. B. Fuller Construction Products.
  2. Fire- and water-resistant, flexible, elastomeric sealant.

3. Service Temperature Range: Minus 40 to plus 250 deg F.
4. Color: White.

## 2.5 FACTORY-APPLIED JACKETS

- A. Insulation system schedules indicate factory-applied jackets on various applications. When factory-applied jackets are indicated, comply with the following:
  1. ASJ: White, kraft-paper, fiberglass-reinforced scrim with aluminum-foil backing; complying with ASTM C1136, Type I.

## 2.6 TAPES

- A. ASJ Tape: White vapor-retarder tape matching factory-applied jacket with acrylic adhesive, complying with ASTM C1136.
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. 3M Industrial Adhesives and Tapes Division.
    - b. Avery Dennison Corporation, Specialty Tapes Division.
    - c. Ideal Tape Co., Inc., an American Biltrite Company.
    - d. Knauf Insulation.
  2. Width: 3 inches.
  3. Thickness: 11.5 mils.
  4. Adhesion: 90 ounces force/inch in width.
  5. Elongation: 2 percent.
  6. Tensile Strength: 40 lbf/inch in width.
  7. ASJ Tape Disks and Squares: Precut disks or squares of ASJ tape.
- B. PVC Tape: White vapor-retarder tape matching field-applied PVC jacket with acrylic adhesive; suitable for indoor and outdoor applications.
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. 3M Industrial Adhesives and Tapes Division.
    - b. Ideal Tape Co., Inc., an American Biltrite Company.
  2. Width: 2 inches.
  3. Thickness: 6 mils.
  4. Adhesion: 64 ounces force/inch in width.
  5. Elongation: 500 percent.
  6. Tensile Strength: 18 lbf/inch in width.

## 2.7 SECUREMENTS

- A. Staples: Outward-clinching insulation staples, nominal 3/4 inch wide, stainless steel or Monel.
- B. Wire: 0.062-inch soft-annealed, galvanized steel.

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. C & F Wire Products.
  - b. Johns Manville; a Berkshire Hathaway company.
  - c. RPR Products, Inc.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

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

### **3.2 PREPARATION**

- A. Clean and dry surfaces to receive insulation. Remove materials that will adversely affect insulation application.
- B. Coordinate insulation installation with the tradesman installing heat tracing. Comply with requirements for heat tracing that apply to insulation.
- C. Mix insulating cements with clean potable water; if insulating cements are to be in contact with stainless steel surfaces, use demineralized water.

### **3.3 GENERAL INSTALLATION REQUIREMENTS**

- A. Install insulation materials, accessories, and finishes with smooth, straight, and even surfaces; free of voids throughout the length of piping, including fittings, valves, and specialties.
- B. Install insulation materials, forms, vapor barriers or retarders, jackets, and of thicknesses required for each item of pipe system, as specified in insulation system schedules.
- C. Install accessories compatible with insulation materials and suitable for the service. Install accessories that do not corrode, compress, or otherwise damage insulation or jacket.
- D. Install insulation with longitudinal seams at top and bottom (12 o'clock and 6 o'clock positions) of horizontal runs.
- E. Install multiple layers of insulation with longitudinal and end seams staggered.
- F. Do not weld brackets, clips, or other attachment devices to piping, fittings, and specialties.
- G. Keep insulation materials dry during storage, application, and finishing. Replace insulation materials that get wet during storage or in the installation process before being properly covered and sealed.

- H. Install insulation with tight longitudinal seams and end joints. Bond seams and joints with adhesive recommended by insulation material manufacturer.
- I. Install insulation with least number of joints practical.
- J. Where vapor barrier is indicated, seal joints, seams, and penetrations in insulation at hangers, supports, anchors, and other projections with vapor-barrier mastic.
  - 1. Install insulation continuously through hangers and around anchor attachments.
  - 2. For insulation application where vapor barriers are indicated, extend insulation on anchor legs from point of attachment to supported item to point of attachment to structure. Taper and seal ends attached to structure with vapor-barrier mastic.
  - 3. Install insert materials and insulation to tightly join the insert. Seal insulation to insulation inserts with adhesive or sealing compound recommended by insulation material manufacturer.
  - 4. Cover inserts with jacket material matching adjacent pipe insulation. Install shields over jacket, arranged to protect jacket from tear or puncture by hanger, support, and shield.
- K. Apply adhesives, mastics, and sealants at manufacturer's recommended coverage rate and wet and dry film thicknesses.
- L. Install insulation with factory-applied jackets as follows:
  - 1. Draw jacket tight and smooth, but not to the extent of creating wrinkles or areas of compression in the insulation.
  - 2. Cover circumferential joints with 3-inch-wide strips, of same material as insulation jacket. Secure strips with adhesive and outward-clinching staples along both edges of strip, spaced 4 inches o.c.
  - 3. Overlap jacket longitudinal seams at least 1-1/2 inches. Install insulation with longitudinal seams at bottom of pipe. Clean and dry surface to receive self-sealing lap. Staple laps with outward-clinching staples along edge at 2 inches o.c.
  - 4. For below-ambient services, apply vapor-barrier mastic over staples.
  - 5. Cover joints and seams with tape, in accordance with insulation material manufacturer's written instructions, to maintain vapor seal.
  - 6. Where vapor barriers are indicated, apply vapor-barrier mastic on seams and joints and at ends adjacent to pipe flanges and fittings.
- M. Cut insulation in a manner to avoid compressing insulation.
- N. Finish installation with systems at operating conditions. Repair joint separations and cracking due to thermal movement.
- O. Repair damaged insulation facings by applying same facing material over damaged areas. Extend patches at least 4 inches beyond damaged areas. Adhere, staple, and seal patches in similar fashion to butt joints.
- P. For above-ambient services, do not install insulation to the following:
  - 1. Vibration-control devices.
  - 2. Testing agency labels and stamps.
  - 3. Nameplates and data plates.

### 3.4 PENETRATIONS

- A. Insulation Installation at Roof Penetrations: Install insulation continuously through roof penetrations.
  - 1. Seal penetrations with flashing sealant.
  - 2. For applications requiring only indoor insulation, terminate insulation above roof surface and seal with joint sealant. For applications requiring indoor and outdoor insulation, install insulation for outdoor applications tightly joined to indoor insulation ends. Seal joint with joint sealant.
  - 3. Extend jacket of outdoor insulation outside roof flashing at least 2 inches below top of roof flashing.
  - 4. Seal jacket to roof flashing with flashing sealant.
- B. Insulation Installation at Underground Exterior Wall Penetrations: Terminate insulation flush with sleeve seal. Seal terminations with flashing sealant.
- C. Insulation Installation at Aboveground Exterior Wall Penetrations: Install insulation continuously through wall penetrations.
  - 1. Seal penetrations with flashing sealant.
  - 2. For applications requiring only indoor insulation, terminate insulation inside wall surface and seal with joint sealant. For applications requiring indoor and outdoor insulation, install insulation for outdoor applications tightly joined to indoor insulation ends. Seal joint with joint sealant.
  - 3. Extend jacket of outdoor insulation outside wall flashing and overlap wall flashing at least 2 inches.
  - 4. Seal jacket to wall flashing with flashing sealant.
- D. Insulation Installation at Interior Wall and Partition Penetrations (That Are Not Fire Rated): Install insulation continuously through walls and partitions.
- E. Insulation Installation at Fire-Rated Wall and Partition Penetrations: Install insulation continuously through penetrations of fire-rated walls and partitions.
  - 1. Comply with requirements in Section 07 84 13 "Penetration Firestopping" for firestopping and fire-resistive joint sealers.
- F. Insulation Installation at Floor Penetrations:
  - 1. Pipe: Install insulation continuously through floor penetrations.
  - 2. Seal penetrations through fire-rated assemblies. Comply with requirements in Section 07 84 13 "Penetration Firestopping."

### 3.5 GENERAL PIPE INSULATION INSTALLATION

- A. Requirements in this article generally apply to all insulation materials, except where more specific requirements are specified in various pipe insulation material installation articles below.
- B. Insulation Installation on Fittings, Valves, Strainers, Flanges, Mechanical Couplings, and Unions:
  - 1. Install insulation over fittings, valves, strainers, flanges, mechanical couplings, unions, and other specialties with continuous thermal and vapor-retarder integrity unless otherwise indicated.

2. Insulate pipe elbows using prefabricated fitting insulation made from same material and density as that of adjacent pipe insulation. Each piece is butted tightly against adjoining piece and bonded with adhesive. Fill joints, seams, voids, and irregular surfaces with insulating cement finished to a smooth, hard, and uniform contour that is uniform with adjoining pipe insulation.
  3. Insulate tee fittings with prefabricated fitting insulation of same material and thickness as that used for adjacent pipe. Cut sectional pipe insulation to fit. Butt each section closely to the next and hold in place with tie wire. Bond pieces with adhesive.
  4. Insulate valves using prefabricated fitting insulation of same material, density, and thickness as that used for adjacent pipe. Overlap adjoining pipe insulation by not less than 2 times the thickness of pipe insulation, or one pipe diameter, whichever is thicker. For valves, insulate up to and including the bonnets, valve stuffing-box studs, bolts, and nuts. Fill joints, seams, and irregular surfaces with insulating cement.
  5. Insulate strainers using prefabricated fitting insulation of same material, density, and thickness as that used for adjacent pipe. Overlap adjoining pipe insulation by not less than 2 times the thickness of pipe insulation, or one pipe diameter, whichever is thicker. Fill joints, seams, and irregular surfaces with insulating cement. Insulate strainers, so strainer basket flange or plug can be easily removed and replaced without damaging the insulation and jacket. Provide a removable reusable insulation cover. For below-ambient services, provide a design that maintains vapor barrier.
  6. Insulate flanges, mechanical couplings, and unions using a section of oversized preformed pipe insulation to fit. Overlap adjoining pipe insulation by not less than 2 times the thickness of pipe insulation, or one pipe diameter, whichever is thicker. Stencil or label the outside insulation jacket of each union with the word "union" matching size and color of pipe labels.
  7. Cover segmented insulated surfaces with a layer of finishing cement and coat with a mastic. Install vapor-barrier mastic for below-ambient services and a breather mastic for above-ambient services. Reinforce the mastic with reinforcing mesh. Trowel the mastic to a smooth and well-shaped contour.
  8. For services not specified to receive a field-applied jacket, except for flexible elastomeric and polyolefin, install fitted PVC cover over elbows, tees, strainers, valves, flanges, and unions. Terminate ends with PVC end caps. Tape PVC covers to adjoining insulation facing, using PVC tape.
- C. Insulate instrument connections for thermometers, pressure gages, pressure temperature taps, test connections, flow meters, sensors, switches, and transmitters on insulated pipes. Shape insulation at these connections by tapering it to and around the connection with insulating cement and finish with finishing cement, mastic, and flashing sealant.

### 3.6 INSTALLATION OF GLASS-FIBER AND MINERAL WOOL INSULATION

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



1. Install prefabricated pipe insulation to outer diameter of pipe flange.
2. Make width of insulation section same as overall width of flange and bolts, plus twice the thickness of pipe insulation.
3. Fill voids between inner circumference of flange insulation and outer circumference of adjacent straight pipe segments with glass-fiber or mineral-wool blanket insulation.
4. Install jacket material with manufacturer's recommended adhesive, overlap seams at least 1 inch, and seal joints with flashing sealant.

C. Insulation Installation on Pipe Fittings and Elbows:

1. Install prefabricated sections of same material as that of straight segments of pipe insulation when available.
2. When preformed insulation elbows and fittings are not available, install mitered sections of pipe insulation, to a thickness equal to adjoining pipe insulation. Secure insulation materials with wire or bands.

D. Insulation Installation on Valves and Pipe Specialties:

1. Install prefabricated sections of same material as that of straight segments of pipe insulation when available.
2. When prefabricated sections are not available, install fabricated sections of pipe insulation to valve body.
3. Arrange insulation to permit access to packing and to allow valve operation without disturbing insulation.
4. Install insulation to flanges as specified for flange insulation application.

### 3.7 PIPING INSULATION SCHEDULE, GENERAL

- A. Insulation conductivity and thickness per pipe size comply with schedules in this Section or with requirements of the International Energy Code, whichever is more stringent.
- B. Acceptable preformed pipe and tubular insulation materials and thicknesses are identified for each piping system and pipe size range. If more than one material is listed for a piping system, selection from materials listed is Contractor's option.
- C. Items Not Insulated: Unless otherwise indicated, do not install insulation on the following:
  1. Underground piping.
  2. Chrome-plated pipes and fittings unless there is a potential for personnel injury.

### 3.8 INDOOR PIPING INSULATION SCHEDULE

- A. Heating-Hot-Water Supply and Return, 200 Deg F and Below:
  1. NPS 1-1/4 and Smaller: Insulation is the following:
    - a. Glass-Fiber, Preformed Pipe Insulation, Type I, 0.25 – 0.29 Conductivity: 1.5 inch thick.
  2. NPS 1-1/2 and Larger: Insulation is the following:
    - a. Glass-Fiber, Preformed Pipe Insulation, Type I, 0.25 – 0.29 Conductivity: 2 inches thick.

**END OF SECTION 23 07 19**

DIVISION 23 - MECHANICAL  
**SECTION 23 08 00**  
**COMMISSIONING OF HVAC SYSTEMS**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 REFERENCES**

- A. The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.
1. ASSOCIATED AIR BALANCE COUNCIL (AABC)
    - a. ACG Commissioning Guideline: (2005) Commissioning Guideline
  2. NATIONAL ENVIRONMENTAL BALANCING BUREAU (NEBB)
    - a. NEBB Commissioning Standard (2009) Procedural Standards for Whole Building Systems Commissioning of New Construction; 3rd Edition
  3. SHEET METAL AND AIR CONDITIONING CONTRACTORS' NATIONAL ASSOCIATION (SMACNA)
    - a. SMACNA 1429 (1994) HVAC Systems Commissioning Manual, 1st Edition

**1.3 DEFINITIONS**

- A. In some instances, terminology differs between the Contract and the Commissioning Standard primarily because the intent of this Section is to use the industry standards specified, along with additional requirements listed herein to produce optimal results. The following table of similar terms is provided for clarification only. Contract requirements take precedent over the corresponding ACG, NEBB, or TABB requirements where differences exist.

<b>SIMILAR TERMS</b>			
<b>Contract Term</b>	<b>ACG</b>	<b>NEBB</b>	<b>TABB</b>
Commissioning Standard	ACG Commissioning Guideline	Procedural Standards for Building Systems Commissioning	SMACNA HVAC Commissioning Guidelines
Commissioning Specialist	ACG Certified Commissioning Agent	NEBB Qualified Commissioning Administrator	TABB Certified Commissioning Supervisor

#### 1.4 ACTION SUBMITTALS

- A. Commissioning Plan.
- B. Testing Plans:
  - 1. Pre-Functional Performance Test Checklists
  - 2. Functional Performance Tests
- C. Certifications:
  - 1. Commissioning Firm
  - 2. Commissioning Specialist

#### 1.5 CLOSEOUT SUBMITTALS

- A. Reports:
  - 1. Commissioning Report

#### 1.6 QUALITY ASSURANCE

- A. Commissioning Firm: Submit certification of the proposed Commissioning Firm's qualifications to perform the duties specified herein and in other related Sections, no later than 21 days after the Notice to Proceed. Include in the documentation the date that the Certification was initially granted and the date when the current Certification expires.
- B. The firm is either a member of ACG or certified by the NEBB or the TABB and certified in all categories and functions where measurements or performance are specified on the plans and specifications.
- C. Any lapses in Certification of the proposed Commissioning Firm or disciplinary action taken by ACG, NEBB, or TABB against the proposed Commissioning Firm shall be described in detail. The certification shall be maintained for the entire duration of duties specified herein. If, for any reason, the firm loses subject certification during this period, immediately notify the Owner and submit another Commissioning Firm for approval.
- D. Any firm that has been the subject of disciplinary action by the ACG, the NEBB, or the TABB within the five years preceding Contract Award is not eligible to perform any duties related to the HVAC systems, including Commissioning.
- E. All work specified in this Section and in other related Sections to be performed by the Commissioning Firm shall be considered invalid if the Commissioning Firm loses its certification prior to Contract completion and must be performed by an approved successor.
- F. These Commissioning services are to assist the prime Contractor in performing the quality oversight for which it is responsible.
- G. The Commissioning Firm shall be a subcontractor of the prime Contractor and shall be financially and corporately independent of all other sub-Contractors. The Commissioning Firm shall report to and be paid by the prime Contractor.

H. Commissioning Specialist:

1. General: Submit certification of the proposed Commissioning Specialist's qualifications to perform the duties specified herein and in other related Sections, no later than 21 days after the Notice to Proceed.
2. The documentation shall include the date that the Certification was initially granted and the date when the current Certification expires.
3. The Commissioning Specialist shall be an ACG Certified Commissioning Agent, a NEBB Qualified Commissioning Administrator, or a TABB Certified Commissioning Supervisor and shall be an employee of the approved Commissioning Firm.
4. Any lapses in Certification of the proposed Commissioning Specialist or disciplinary action taken by ACG, NEBB, or TABB against the proposed Commissioning Specialist shall be described in detail. The certification shall be maintained for the entire duration of duties specified herein.
5. If, for any reason, the Commissioning Specialist loses subject certification during this period, immediately notify the Owner and submit another Commissioning Specialist for approval.
6. Any individual that has been the subject of disciplinary action by the ACG, the NEBB, or the TABB within the five years preceding Contract Award is not eligible to perform any duties related to the HVAC systems, including Commissioning.
7. All work specified in this Section and in other related Sections performed by the Commissioning Specialist shall be considered invalid if the Commissioning Specialist loses certification prior to Contract completion and must be performed by the approved successor.
8. Responsibilities: Perform all Commissioning work specified herein and in related sections under the direct guidance of the Commissioning Specialist.
  - a. The Commissioning Specialist shall prepare, no later than 60 days after the approval of the Commissioning Specialist, the Commissioning Plan which will be a comprehensive schedule and will include all submittal requirements for procedures, notifications, reports and the Commissioning Report.
  - b. After approval of the Commissioning Plan, coordinate with the General Contractor to revise the Contract schedule to reflect the schedule requirements in the Commissioning Plan.

## **PART 2 - PRODUCTS**

NOT USED

## **PART 3 - EXECUTION**

### **3.1 COMMISSIONING TEAM AND TEST FORMS AND CHECKLISTS**

- A. Designate Contractor team members to participate in the Pre- Functional Performance Test Checklists and the Functional Performance Tests specified herein. In addition, the Owner team

members will include a representative of the Owner, the Design Agent's Representative, and the District Representative.

B. The team members shall be as follows:

1. Commissioning Agent and Specialist
2. Mechanical Contractor's Representative and Foreman
3. General Contractor
4. Controls Contractor

C. Test Forms and Checklists:

1. Pre-functional performance and functional performance test checklists shall be developed by commissioning agent and shall be completed by the commissioning team.
2. Acceptance by each commissioning team member of each Pre- Functional Performance Test Checklist item shall be indicated by initials and date.
3. Acceptance by each commissioning team member of each functional performance test item shall be indicated by signature and date.

### 3.2 TESTS (GENERAL)

- A. Perform the pre-functional performance test checklists and functional performance tests in a manner that essentially duplicates the checking, testing, and inspection methods established in the related Sections.
- B. Where checking, testing, and inspection methods are not specified in other Sections, establish methods which will provide the information required.
- C. Testing and verification required by this section shall be performed during the Commissioning phase. Requirements in related Sections are independent from the requirements of this Section and shall not be used to satisfy any of the requirements specified in this Section.
- D. Provide all materials, services, and labor required to perform the pre- functional performance tests checks and functional performance tests.
- E. A functional performance test shall be aborted if any system deficiency prevents the successful completion of the test or if any participating non-Owner commissioning team member of which participation is specified is not present for the test.

### 3.3 PRE-FUNCTIONAL PERFORMANCE TEST

- A. Develop and perform Pre-Functional Performance Test Checklists, for the items indicated in Appendix A, at least 60 days prior to the start of Pre-Functional Performance Test Checks.
- B. Correct and re-inspect deficiencies discovered during these checks in accordance with the applicable contract requirements.
- C. Submit the schedule for the test checks at least 14 days prior to the start of Pre-Functional Performance Test Checks.

### 3.4 FUNCTIONAL PERFORMANCE TEST CHECKLISTS

- A. Submit test procedures at least 60 days prior to the start of Functional Performance Tests. Submit the schedule for the tests at least 30 days prior to the start of Functional Performance Tests.
- B. Perform Functional Performance Tests for the items indicated in Appendix A.
- C. Begin Functional Performance Tests only after all Pre-Functional Performance Test Checklists have been successfully completed.
- D. Tests shall prove all modes of the sequences of operation and shall verify all other relevant contract requirements.
- E. Begin Tests with equipment or components and progress through subsystems to complete systems.
- F. Upon failure of any Functional Performance Test item, correct all deficiencies in accordance with the applicable contract requirements. The item shall then be retested until it has been completed with no errors.

### 3.5 COMMISSIONING REPORT

- A. Submit the Commissioning Report, no later than 14 days after completion of Functional Performance Tests, consisting of completed Pre- Functional Performance Test Checklists and completed Functional Performance Tests organized by system and by subsystem and submitted as one package.
- B. The Commissioning Report shall also include all HVAC systems test reports, inspection reports (Preparatory, Initial and Follow-up inspections), start-up reports, TAB report, TAB verification report, Controls start-up test reports and Controls Performance Verification Test (PVT) report.
- C. The results of failed tests shall be included along with a description of the corrective action taken.

## **APPENDIX A**

### **FUNCTIONAL PERFORMANCE TESTS EQUIPMENT**

- a. Rooftop Units
- b. VAV Boxes/Hot Water Heating Coils
- c. Pumps
- d. DDC Controls

**END OF SECTION 23 08 00**



DIVISION 23 – MECHANICAL  
**SECTION 23 09 23**  
**DIRECT DIGITAL CONTROL (DDC) SYSTEM FOR HVAC**

**PART 1 - GENERAL**

**1.1 SUMMARY**

- A. Section Includes:
1. Direct digital control (DDC) system equipment and components for monitoring and controlling of HVAC, exclusive of instrumentation and control devices.
- B. Related Requirements:
1. Section 23 09 24 "Control Valves" for control valves that connect to DDC systems.
  2. systems.
  3. Section 23 09 27 "Pressure Instruments" for vibration instruments that connect to DDC systems.
  4. Section 23 09 28 "Temperature Instruments" for vibration instruments that connect to DDC systems.
  5. Section 23 09 93 "Sequence of Operations for HVAC DDC" for control sequences in DDC systems.
  6. Section 26 05 53 "Identification for Electrical Systems" for identification requirements for communications components.

**1.2 DEFINITIONS**

- A. Algorithm: A logical procedure for solving a recurrent mathematical problem. A prescribed set of well-defined rules or processes for solving a problem in a finite number of steps.
- B. Analog: A continuously varying signal value, such as current, flow, pressure, or temperature.
- C. BACnet Specific Definitions:
1. BACnet: Building Automation Control Network Protocol, ASHRAE 135. A communications protocol allowing devices to communicate data and services over a network.
  2. BACnet Interoperability Building Blocks (BIBBs): BIBB defines a small portion of BACnet functionality that is needed to perform a particular task. BIBBs are combined to build the BACnet functional requirements for a device.
  3. BACnet/IP: Defines and allows using a reserved UDP socket to transmit BACnet messages over IP networks. A BACnet/IP network is a collection of one or more IP subnetworks that share the same BACnet network number.
  4. BACnet Testing Laboratories (BTL): Organization responsible for testing products for compliance with ASHRAE 135, operated under direction of BACnet International.
- D. Binary: Two-state signal where a high signal level represents "ON" or "OPEN" condition and a low signal level represents "OFF" or "CLOSED" condition. "Digital" is sometimes used interchangeably with "Binary" to indicate a two-state signal.

- E. Controller: Generic term for any standalone, microprocessor-based, digital controller residing on a network, used for local or global control. Three types of controllers are indicated: network controllers, programmable application controllers, and application-specific controllers.
- F. Control System Integrator: An entity that assists in expansion of existing enterprise system and support of additional operator interfaces to I/O being added to existing enterprise system.
- G. COV: Changes of value.
- H. DDC System Provider: Authorized representative of, and trained by, DDC system manufacturer and responsible for execution of DDC system Work indicated.
- I. Distributed Control: Processing of system data is decentralized and control decisions are made at subsystem level. System operational programs and information are provided to remote subsystems and status is reported back. On loss of communication, subsystems to be capable of operating in a standalone mode using the last best available data.
- J. E/P: Voltage to pneumatic.
- K. Gateway: Bidirectional protocol translator that connects control systems that use different communication protocols.
- L. HLC: Heavy load conditions.
- M. I/O: System through which information is received and transmitted. I/O refers to analog input (AI), binary input (BI), analog output (AO) and binary output (BO). Analog signals are continuous and represent control influences such as flow, level, moisture, pressure, and temperature. Binary signals convert electronic signals to digital pulses (values) and generally represent two-position operating and alarm status. "Digital," (DI) and (DO), is sometimes used interchangeably with "Binary," (BI) and (BO), respectively.
- N. I/P: Current to pneumatic.
- O. LAN: Local area network.
- P. Low Voltage: As defined in NFPA 70 for circuits and equipment operating at less than 50 V or for remote-control, signaling power-limited circuits.
- Q. Mobile Device: A data-enabled phone or tablet computer capable of connecting to a cellular data network and running a native control application or accessing a web interface.
- R. Modbus TCP/IP: An open protocol for exchange of process data.
- S. MS/TP: Master-slave/token-passing, ISO/IEC/IEEE 8802-3. Datalink protocol LAN option that uses twisted-pair wire for low-speed communication.
- T. MTBF: Mean time between failures.
- U. Network Controller: Digital controller, which supports a family of programmable application controllers and application-specific controllers, that communicates on peer-to-peer network for transmission of global data.
- V. Network Repeater: Device that receives data packet from one network and rebroadcasts it to another network. No routing information is added to protocol.

- W. Peer to Peer: Networking architecture that treats all network stations as equal partners.
- X. POT: Portable operator's terminal.
- Y. RAM: Random access memory.
- Z. RF: Radio frequency.
- AA. Router: Device connecting two or more networks at network layer.
- BB. Server: Computer used to maintain system configuration, historical and programming database.
- CC. TCP/IP: Transport control protocol/Internet protocol.
- DD. UPS: Uninterruptible power supply.
- EE. USB: Universal Serial Bus.
- FF. User Datagram Protocol (UDP): This protocol assumes that the IP is used as the underlying protocol.
- GG. VAV: Variable air volume.
- HH. WLED: White light emitting diode.

### 1.3 PREINSTALLATION AND CONTROLS TURNOVER MEETINGS

- A. Contractor shall have a preinstallation meeting per building with the Owner and other contractors prior to the installation of controls. Contractor to coordinate agenda with the Owner 14 days in advance of the meeting.

### 1.4 ACTION SUBMITTALS

- A. Product Data:
  - 1. Construction details, material descriptions, dimensions of individual components and profiles, and finishes.
  - 2. Operating characteristics, electrical characteristics, and furnished accessories indicating process operating range, accuracy over range, control signal over range, default control signal with loss of power, calibration data specific to each unique application, electrical power requirements, and limitations of ambient operating environment, including temperature and humidity.
  - 3. Product description with complete technical data, performance curves, and product specification sheets.
  - 4. Installation, operation, and maintenance instructions including factors effecting performance.
  - 5. Bill of materials of indicating quantity, manufacturer, and extended model number for each unique product.
    - a. DDC controllers.
    - b. Enclosures.
    - c. Electrical power devices.
    - d. Accessories.

- e. Instruments.
  - f. Control dampers and actuators.
  - g. Control valves and actuators.
- 6. When manufacturer's product datasheets apply to a product series rather than a specific product model, clearly indicate and highlight only applicable information.
  - 7. Each submitted piece of product literature to clearly cross reference specification and drawings that submittal is to cover.

B. Shop Drawings:

- 1. General Requirements:
  - a. Include cover drawing with Project name, location, Owner, Architect, Contractor, and issue date with each Shop Drawings submission.
  - b. Include a drawing index sheet listing each drawing number and title that matches information in each title block.
- 2. Include plans, elevations, sections, and mounting details where applicable.
- 3. Include details of product assemblies. Indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
- 4. Plan Drawings indicating the following:
  - a. Screened backgrounds of walls, structural grid lines, HVAC equipment, ductwork, and piping.
  - b. Room names and numbers with coordinated placement to avoid interference with control products indicated.
  - c. Exact placement of products in rooms, ducts, and piping to reflect proposed installed condition.
  - d. Proposed routing of wiring, cabling, conduit, and tubing; coordinated with building services for review before installation.
- 5. Schematic drawings for each controlled HVAC system indicating the following:
  - a. I/O points labeled with point names shown. Indicate instrument range, normal operating set points, and alarm set points. Indicate fail position of each damper and valve, if included in Project.
  - b. I/O listed in table format showing point name, type of device, manufacturer, model number, and cross-reference to product data sheet number.
  - c. A graphic showing location of control I/O in proper relationship to HVAC system.
  - d. Wiring diagram with each I/O point having a unique identification and indicating labels for all wiring terminals.
  - e. Unique identification of each I/O that to be consistently used between different drawings showing same point.
  - f. Elementary wiring diagrams of controls for HVAC equipment motor circuits including interlocks, switches, relays, and interface to DDC controllers.
  - g. Narrative sequence of operation.
  - h. Graphic sequence of operation, showing all inputs and output logical blocks.
- 6. Control panel drawings indicating the following:
  - a. Panel dimensions, materials, size, and location of field cable, raceways, and tubing connections.

- b. Interior subpanel layout, drawn to scale and showing all internal components, cabling and wiring raceways, nameplates, and allocated spare space.
  - c. Front, rear, and side elevations and nameplate legend.
  - d. Unique drawing for each panel.
- 7. DDC system network riser diagram indicating the following:
  - a. Each device connected to network with unique identification for each.
  - b. Interconnection of each different network in DDC system.
  - c. For each network, indicate communication protocol, speed and physical means of interconnecting network devices, such as copper cable type, or optical fiber cable type. Indicate raceway type and size for each.
  - d. Each network port for connection of an operator workstation or other type of operator interface with unique identification for each.
- 8. DDC system electrical power riser diagram indicating the following:
  - a. Each point of connection to field power with requirements (volts/phase/hertz/amperes/connection type) listed for each.
  - b. Each control power supply including, as applicable, transformers, power-line conditioners, transient voltage suppression and high filter noise units, DC power supplies, and UPS units with unique identification for each.
  - c. Each product requiring power with requirements (volts/phase/hertz/amperes/connection type) listed for each.
  - d. Power wiring type and size, race type, and size for each.
- 9. Monitoring and control signal diagrams indicating the following:
  - a. Control signal cable and wiring between controllers and I/O.
  - b. Point-to-point schematic wiring diagrams for each product.
  - c. Control signal tubing to sensors, switches, and transmitters.
  - d. Process signal tubing to sensors, switches, and transmitters.

## 1.5 CLOSEOUT SUBMITTALS

### A. Operation and Maintenance Data: For DDC system.

- 1. In addition to items specified in Section 01 78 23 "Operation and Maintenance Data," include the following:
  - a. Project Record Drawings of as-built versions of submittal Shop Drawings provided in electronic PDF format.
  - b. Testing and commissioning reports and checklists of completed final versions of reports, checklists, and trend logs.
  - c. As-built versions of submittal Product Data.
  - d. Names, addresses, email addresses, and 24-hour telephone numbers of Installer and service representatives for DDC system and products.
  - e. Operator's manual with procedures for operating control systems including logging on and off, handling alarms, producing point reports, trending data, overriding computer control, and changing set points and variables.
  - f. Programming manuals with description of programming language and syntax, of statements for algorithms and calculations used, of point database creation and modification, of program creation and modification, and of editor use.
  - g. Licenses, guarantees, and warranty documents.

- h. Recommended preventive maintenance procedures for system components, including schedule of tasks such as inspection, cleaning, and calibration; time between tasks; and task descriptions.
- i. Owner training materials.

## 1.6 WARRANTY

- A. Manufacturer and Installer agree to repair or replace products that fail in materials or workmanship within specified warranty period.
  - 1. Adjust, repair, or replace failures at no additional cost or reduction in service to Owner.
  - 2. Include updates or upgrades to software and firmware if necessary to resolve deficiencies.
    - a. Install updates only after receiving Owner's written authorization.
  - 3. Perform warranty service during normal business hours and commence within 24 hours of Owner's warranty service request.
  - 4. Warranty Period: One year(s) from date of Substantial Completion.

## 1.7 QUALITY ASSURANCE

- A. Each point in the system shall be tested for both hardware and software functionality. In addition, each mechanical and electrical system under control of the BAS will be tested against the appropriate sequence of operation specified herein. Successful completion of the system test shall constitute the beginning of the warranty period. A written report will be submitted to the owner indicating that the installed system functions in accordance with the plans and specifications.
- B. The BAS system supplier shall commission and set in operating condition all major equipment and systems, such as the chilled water, hot water and all air handling systems, in the presence of the equipment manufacturer's representatives, as applicable, and the Owner and Architect's representatives. If the vendor is providing an AFDD/CC system, use of the analytics shall be used to help commission the system.
- C. Startup Testing shall be performed for each task on the startup test checklist, which shall be initialed by the technician and dated upon test was completion along with any recorded data such as voltages, offsets or tuning parameters. Any deviations from the submitted installation plan shall also be recorded.
- D. Required elements of the startup testing include:
  - 1. Verification of labeling on components and wiring.
  - 2. Verification of point checkout.
  - 3. Analog sensors are properly scaled and a value is reported
  - 4. Binary sensors have the correct normal position and the state is correctly reported.
  - 5. Analog outputs have the correct normal position and move full stroke when so commanded.
  - 6. Binary outputs have the correct normal state and respond appropriately to energize/de-energize commands.
  - 7. Documentation of analog sensor calibration (measured value, reported value and calculated offset).
  - 8. Documentation of Loop tuning (sample rate, gain and integral time constant).

- E. A performance verification test shall also be completed for the operator interaction with the system. including, but not limited to the following.
  - 1. Graphics navigation.
  - 2. Trend data collection and presentation.
  - 3. Alarm handling, acknowledgement and routing.
  - 4. Time schedule editing.
  - 5. Application parameter adjustment.
  - 6. Manual control.
  - 7. Web Client access.
- F. A Startup Testing Report and a Performance Verification Testing Report shall be provided upon test completion.
- G. Coordinate with the Owner's IT department on locations for NSC's, Ethernet communication cabling and TCP/IP addresses.

## 1.8 WORK BY OTHERS

- A. The BAS system supplier shall cooperate with other contractors performing work on this project necessary to achieve a complete and neat installation.
- B. The BAS system supplier shall furnish all Control Valves, Flow Meters, Sensor Wells for installation by the Mechanical Contractor and/or others.
- C. Work by others:
  - 1. The Heating Contractor shall provide:
    - a. Installation of control valves, flow meters, thermowells, and pressure taps
    - b. Gauges and other piping specialties
  - 2. The Ventilation Contractor shall provide:
    - a. Installation of control dampers
    - b. Blank-off plates for dampers that are smaller than duct size.
    - c. Sheet metal baffles plates to eliminate stratification.
  - 3. The Electrical Contractor shall provide:
    - a. All 120VAC power wiring to motors, heat trace, junction boxes for power to BAS panels.
    - b. Furnish smoke detectors and wire to the building fire alarm system. HVAC Contractor to mount devices. BAS system supplier to hardwire to fan shut down.

## **PART 2 - PRODUCTS**

### 2.1 DDC SYSTEM MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Schneider Electric EcoStruxure Building Series by Alpha Controls & Services, no exceptions.

## 2.2 DDC SYSTEM DESCRIPTION

- A. Microprocessor-based monitoring and control including analog/digital conversion and program logic. A control loop or subsystem in which digital and analog information is received and processed by a microprocessor, and digital control signals are generated based on control algorithms and transmitted to field devices to achieve a set of predefined conditions.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

## 2.3 NETWORKS

- A. Acceptable networks for network controllers include the following:
  - 1. IP.

## 2.4 NETWORK COMMUNICATION PROTOCOL

- A. Use network communication protocol(s) that are open to Owner and available to other companies for use in making future modifications to DDC system.
- B. ASHRAE 135 Protocol:
  - 1. Use ASHRAE 135 communication protocol as sole and native protocol used throughout entire DDC system.
  - 2. DDC system to not require use of gateways except to integrate HVAC equipment and other building systems and equipment; not required to use ASHRAE 135 communication protocol.
  - 3. If used, gateways to connect to DDC system using ASHRAE 135 communication protocol and Project object properties and read/write services indicated by interoperability schedule.
  - 4. Use operator workstations, controllers, and other network devices that are tested and

## 2.5 ASHRAE 135 GATEWAYS

- A. Include BACnet communication ports, whenever available as an equipment OEM standard option, for integration via a single communication cable. BACnet-controlled plant equipment includes, but is not limited to, boilers, and variable-speed drives.
- B. Include gateways to connect BACnet to legacy systems where indicated, existing non-BACnet devices, and existing non-BACnet DDC-controlled equipment.
- C. Include with each gateway an interoperability schedule showing each point or event on legacy side that BACnet "client" will read, and each parameter that BACnet network will write to. Describe this interoperability of BACnet services, or BIBBs, defined in ASHRAE 135, Annex K.
- D. Gateway Minimum Requirements:
  - 1. Read and view all readable object properties on non-BACnet network to BACnet network, and vice versa, where applicable.
  - 2. Write to all writable object properties on non-BACnet network from BACnet network, and vice versa, where applicable.



3. Include single-pass (only one protocol to BACnet without intermediary protocols) translation from non-BACnet protocol to BACnet, and vice versa.
4. Comply with requirements of Data Sharing Read Property, Data Sharing Write Property, Device Management Dynamic Device Binding-B, and Device Management Communication Control BIBBs in accordance with ASHRAE 135.
5. Hardware, software, software licenses, and configuration tools for operator-to-gateway communications.
6. Backup programming and parameters on CD media with ability to modify, download, backup, and restore gateway configuration.

## 2.6 NETWORK DDC CONTROLLERS

- A. The building has an existing Network DDC controller.
  1. Interface new equipment with the existing Bacnet Network controller to adhere to Owner standards already in-place and to achieve integration.

## 2.7 APPLICATION-SPECIFIC CONTROLLERS

- A. Description: Microprocessor-based controllers, which through hardware or firmware design are dedicated to control a specific piece of equipment or system. Controllers are not fully user-programmable but are configurable and customizable for operation of equipment they are designed to control.
  1. Capable of standalone operation and continued control functions without being connected to network.
  2. Share data between networked controllers and other network devices.
- B. Communication: Application-specific controllers are to communicate with other application-specific controllers and devices on network, and to programmable application controllers and network controllers.
- C. Operator Interface: Equip controllers with a service communications port for connection to portable operator's workstation.
- D. Serviceability:
  1. Equip controller with diagnostic LEDs or other form of local visual indication of power, communication, and processor.
  2. Connect wiring and cable connections to field-removable, modular terminal strips or to a termination card connected by a ribbon cable.
  3. Use nonvolatile memory and maintain all BIOS and programming information in event of power loss.

## 2.8 BACNET IP FIELDBUS CONTROLLERS

- A. Controllers – BACnet/IP Protocol
  1. All BACnet/IP Fieldbus controllers shall be BACnet Testing Laboratory listed (v12 or later) as specified BACnet Advanced Application Controller (B-AAC)
  2. All BACnet/IP Fieldbus controllers shall use the following communication specifications and achieve performance as specified herein:

- a. All controllers shall be able to communicate peer-to-peer without the need for a NSC
  - b. Any BACnet/IP Fieldbus controllers on the Ethernet Data Link/Physical layer shall be able to act as a Master to allow for the exchange and sharing of data variables and messages with any other controller connected on the same communication cabling. Slave controllers are not acceptable.
- B. The BACnet/IP Fieldbus controllers shall be equipped with 2x 10/100bT Ethernet communication ports with active switch and will support BACnet/IP communication protocols with the following configurations:
  - 1. Supporting IPv4 addressing
  - 2. Supporting Static IP setting, DHCP client and Auto-IP address acquisition
  - 3. It shall be possible to disable Ethernet port 2
- C. Topologies
  - 1. BACnet/IP Fieldbus controllers shall support daisy chain topology of up to 55 controllers. In case of any disruption to the communication, a system alarm shall notify the NSC/BMS of the point disruption has occurred.
  - 2. BACnet/IP Fieldbus Controllers shall support RSTP loop whereby up to 39 controllers are supported.
    - a. In case of any disruption there shall be no communication interruption
    - b. In case of any disruption there shall be system alarms that will inform the operator of the disruption
- D. Performance
  - 1. Each BACnet/IP Fieldbus Controllers shall have a 32-bit microprocessor operating at 500 MHz and support a BACnet protocol stack in accordance with the ANSI/ASHRAE Standard 135-2008 and the BACnet Device Profile supported.
  - 2. They shall be multi-tasking, real-time digital control processors consisting of communication controllers, controls processing, power supplies with built-in inputs and outputs.
- E. Programmability
  - 1. The BACnet/IP Fieldbus controllers shall support both script programming language and graphical that will be consistent with the NSC.
  - 2. The control program will reside within the same enclosure as the input/output circuitry, that reads inputs and controls outputs
  - 3. All control sequences programmed into the BACnet/IP Fieldbus Controllers shall be stored in non-volatile memory, which is not dependent upon the presence of a battery, to be retained.
  - 4. BACnet/IP Fieldbus controllers shall communicate with the Network Server Controller (NSC) via a BACnet/IP connection at a baud rate of not less than 100 Mbps
  - 5. BACnet/IP Fieldbus controllers shall support a dedicated communications port for connecting and supplying power to a matching room temperature and/or humidity sensor and/or CO2 and/or presence detector that does not utilize any of the I/O points of the controller.
  - 6. The override functionality must be supported by a dedicated processor to assure reliable operation (overriding of output)
  - 7. Each BACnet/IP Fieldbus controller shall have sufficient memory, to support its own operating system and databases, including:

- a. Control processes
  - b. Energy management applications
  - c. Alarm management
  - d. Historical/trend data
  - e. Maintenance support applications
  - f. Custom processes
  - g. Manual override monitoring
8. Each BACnet/IP Fieldbus controller shall support local trend data up to 2x the built-in I/O and at a minimum be capable of holding 5 days @ 15 min intervals locally.
9. The BACnet/IP Fieldbus controller analog or universal input shall use a 16 bit A/D converter.
10. The BACnet/IP Fieldbus controller analog or universal output shall use a 10 bit D/A converter.
11. Built-in I/O: each BACnet/IP Fieldbus controllers shall support:
- a. At minimum 8 and up to 20 configurable IO channels to monitor and to control the following types of inputs and outputs without the addition of equipment inside or outside the DDC Controller cabinet.
    - 1) Universal Inputs – Use thermistors in the system without any external converters needed.
    - 2) 10 kohm Type I (Continuum)
    - 3) (10k ohm with an 11k shunt resistor for IA Series)
    - 4) Analog inputs
    - 5) Current Input - 0-20 mA
    - 6) Voltage Input 0-10 Vdc
    - 7) Digital inputs from dry contact closure, pulse accumulators, voltage sensing.
    - 8) Digital outputs
    - 9) Analog outputs of 4-20 mA and/or 0-10 Vdc
12. Real Time Clock (RTC):
- a. Each BACnet/IP Fieldbus controller shall include a real time clock, accurate to +/-1 minute per month. The RTC shall provide the following: time of day, day, month, year, and day of week.
  - b. The RTC date and time shall also be accurate, up to 7 days, when the BACnet/IP Fieldbus controller is powerless.
  - c. No batteries may be used to for the backup of the RTC.
13. The BACnet/IP Fieldbus controller for Variable Air Volume (VAV) applications
- a. The BACnet/IP Fieldbus controller for VAV applications shall include a built-in 'flow thru' differential pressure transducer
  - b. The VAV differential pressure transducer shall have a measurement range of 0 to 1 in. W.C. and measurement accuracy of  $\pm 5\%$  at 0.001 to 1 in. W.C. and a minimum resolution of 0.001 in. W.C., insuring primary air flow conditions shall be controlled and maintained to within  $\pm 5\%$  of setpoint at the specified minimum and maximum air flow parameters
  - c. The BACnet/IP FieldBus controller for VAV applications shall support a dedicated commissioning tool for air flow balancing
  - d. The BACnet/IP Fieldbus controller for VAV applications shall require no programing for air balancing algorithm
  - e. All balancing parameters shall be synchronized in NSC
  - f. The controller shall work with any 3rd party BMS system and can be brought into the host system through the auto discovery mechanism.

14. The BACnet/IP Fieldbus controller for remote IO
    - a. The system shall have available a BACnet/IP fieldbus controller to support inclusion of IO that is remote from the controller(s) that may need it.
    - b. As the controller is just an IO 'station' handling data to other controllers it still shall:
      - 1) Support local alarms and local trends
      - 2) No impact firmware update capabilities
      - 3) User defined fallback for outputs in case of network disruption
- F. The SmartX Intelligent Space Sensor are capable of measuring and displaying space temperature, relative humidity, and carbon dioxide. See plans for locations and quantities of each type
1. For temperature measurement from 0 to 50 °C (32 to 122 °F) with accuracy of  $\pm 0.2$  °C ( $\pm 0.4$  °F) selectable for 0.1 or 1 degree display resolution of °F or °C with the following characteristics
    - a. Sensing Element: 10k Type 3 Thermistor
    - b. Accuracy of  $\pm 0.2$  °C ( $\pm 0.4$  °F)
    - c. Resolution: 0.1 or 1 degree display resolution
    - d. Range: 0 to 50 °C (32 to 122 °F)
  2. For Relative Humidity option from 0 % RH to 100 % RH Digital humidity indication (selectable for 0.1 or 1% RH with selectable display resolution of 0.1 or 1 % RH
    - a. Accuracy:  $\pm 2$  % RH
    - b. Resolution: 0.1 or 1 % RH
    - c. Range: 0 % RH to 100 % RH
  3. The Intelligent Space Sensor shall have the option for support of CO2 sensor with display resolution with 0 to 2000 ppm resolution
  4. Accuracy:  $\pm 30$  ppm  $\pm 2\%$  of measured value
  5. Range: 0 to 2,000 ppm
  6. Operating elevation: 0 to 16,000 ft.
  7. Temperature dependence: 0.11% FS per °F
  8. Stability: <2% of FS over life of sensor (15 years)
  9. Sensing method: Non-dispersive infrared (NDIR), diffusion sampling

## 2.9 ENCLOSURES

- A. General:
1. House each controller and associated control accessories in an enclosure. Enclosure is to serve as central tie-in point for control devices such as switches, transmitters, transducers, power supplies, and transformers.
  2. Include enclosure door with key locking mechanism. Key locks alike for all enclosures and include one pair of keys per enclosure.
  3. Supply each enclosure with complete set of as-built schematics, and wiring diagrams and product literature located in pocket on inside of door.
- B. Internal Arrangement:

1. Arrange internal layout of enclosure to group and protect electric, and electronic components associated with controller, but not an integral part of controller.
2. Arrange layout to group similar products together.
3. Include a barrier between line-voltage and low-voltage electrical and electronic products.
4. Factory or shop install products, tubing, cabling, and wiring complying with requirements and standards indicated.
5. Terminate field cable and wire using heavy-duty terminal blocks.
6. Install maximum of two wires on each side of terminal.
7. Include enclosure field electric power supply with toggle-type switch located at entrance inside enclosure to disconnect power.
8. Include enclosure with line-voltage nominal 20 A GFCI duplex receptacle for service and testing tools. Wire receptacle on hot side of enclosure disconnect switch and include with 5 A circuit breaker.
9. Mount products within enclosure on removable internal panel(s).
10. Include products mounted in enclosures with engraved, laminated phenolic nameplates (black letters on a white background). Nameplates are to have at least 1/4-inch-high lettering.
11. Label each end of cable, wire, and tubing in enclosure following an approved identification system that extends from field I/O connection and all intermediate connections throughout length to controller connection.

C. Wall-Mounted, NEMA 250, Type 1:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Cooper B-line; brand of Eaton, Electrical Sector.
  - b. Hammond Mfg. Co. Inc.
  - c. Hoffman; brand of nVent Electrical plc.
  - d. Saginaw Control and Engineering.
2. NRTL listed in accordance with UL 50 or UL 50E.
3. Construct enclosure of steel.
4. Finish enclosure inside and out with polyester powder coating that is electrostatically applied and then baked to bond to substrate.
  - a. Exterior Color: Gray.
  - b. Interior Color: Gray.
5. Hinged door full size of front face of enclosure and supported using the following:
  - a. Enclosures Sizes Less Than 36 Inches Tall: Multiple butt hinges.
  - b. Enclosures Sizes 36 Inches Tall and Larger: Continuous piano hinges.
6. Removable internal panel with white polyester powder coating that is electrostatically applied and then baked to bond to substrate.
7. Internal panel mounting hardware, grounding hardware, and sealing washers.
8. Grounding stud on enclosure body.
9. Thermoplastic pocket on inside of door for record Drawings and Product Data.

D. Wall-Mounted, NEMA 250, Types 4 and 12:

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

- a. Cooper B-line; brand of Eaton, Electrical Sector.
  - b. Hammond Mfg. Co. Inc.
  - c. Hoffman; brand of nVent Electrical plc.
  - d. Saginaw Control and Engineering.
- 2. NRTL listed in accordance with UL 508A.
- 3. Seam and joints are continuously welded and ground smooth.
- 4. Where recessed enclosures are indicated, include enclosures with face flange for flush mounting.
- 5. Externally formed body flange around perimeter of enclosure face for continuous perimeter seamless gasket door seal.
- 6. Single-door enclosure sizes up to 60 inches tall by 36 inches wide.
- 7. Double-door enclosure sizes up to 36 inches tall by 60 inches wide.
- 8. Construct enclosure of steel.
- 9. Finish enclosure inside and out with polyester powder coating that is electrostatically applied and then baked to bond to substrate.
  - a. Exterior Color: Gray.
  - b. Interior Color: Gray.
- 10. Corner-formed door, full size of enclosure face, supported using multiple concealed hinges with easily removable hinge pins.
  - a. Sizes through 24 Inches Tall: Two hinges.
  - b. Sizes between 24 Inches through 48 Inches Tall: Three hinges.
  - c. Sizes Larger Than 48 Inches Tall: Four hinges.
- 11. Double-door enclosures with overlapping door design to include unobstructed full-width access.
  - a. Single-door enclosures 48 inches and taller, and all double-door enclosures, with three-point (top, middle and bottom) latch system.
- 12. Removable internal panel with white polyester powder coating that is electrostatically applied and then baked to bond to substrate.
- 13. Internal panel mounting studs with hardware, grounding hardware, and sealing washers.
- 14. Grounding stud on enclosure body.
- 15. Thermoplastic pocket on inside of door for record Drawings and Product Data.

## 2.10 RELAYS

### A. General-Purpose Relays:

- 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Allen Bradley; by Rockwell Automation.
  - b. Functional Devices Inc..
  - c. Siemens Industry, Inc., Building Technologies Division.
  - d. Square D; Schneider Electric USA.
- 2. NRTL listed.
- 3. Heavy-duty, electromechanical type; rated for at least 10 A at 250 V ac and 60 Hz.
- 4. SPDT, DPDT, or three-pole double-throw, as required by control application.

5. Plug-in-style relay with 8-pin octal or multiblade plug for DPDT relays and 11-pin octal] or multiblade plug for three-pole double-throw relays.
6. Construct contacts of silver, silver alloy, or gold.
7. Enclose relay in a polycarbonate dust-tight cover.
8. Include LED indication and push-to-test override button to test manual operation of relay without power on coil.
9. Performance:
  - a. Mechanical Life: At least 10 million cycles.
  - b. Electrical Life: At least 100,000 cycles at rated load.
  - c. Power Consumption: 2 VA or less.
  - d. Ambient Operating Temperatures: Minus 30 to 140 deg F.
10. Equip relays with coil transient suppression to limit transients to non-damaging levels.
11. Plug each relay into industry-standard, 35 mm DIN rail socket. Plug all relays located in control panels into sockets that are mounted on a DIN rail.
12. Include relay socket with screw terminals. Mold into socket the coincident screw terminal numbers.

**B. Current Sensing Relays:**

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Eaton.
  - b. Functional Devices Inc.
  - c. Square D; Schneider Electric USA.
2. NRTL listed.
3. Monitors ac current.
4. Independent adjustable controls for pickup and dropout current.
5. Energized when supply voltage is present and current is above pickup setting.
6. De-energizes when monitored current is below dropout current.
7. Dropout current is adjustable from 50 to 95 percent of pickup current.
8. Visual indication of contact status.
9. Include current transformer, if required for application.
10. House current sensing relay and current transformer if required in its own enclosure. Use NEMA 250, Type 12 enclosure for indoors applications and NEMA 250, Type 4 for outdoor applications.

**C. Combination On-Off Status Sensor and On-Off Control Relays:**

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Functional Devices Inc.
  - b. Veris Industries.
2. Description:
  - a. On-off control and on-off status indication in a single device.
  - b. LED status indication of activated relay and current trigger.
  - c. Closed-Open-Auto override switch located on the load side of relay.
3. Performance:

- a. Ambient Temperature: Minus 30 to 140 deg F.
  - b. Voltage Rating: Single-phase loads rated for 300 V ac. Three-phase loads rated for 600 V ac.
- 4. Status Indication:
  - a. Current Sensor: Integral sensing for single-phase loads up to 20 A and external solid or split sensing ring for three-phase loads up to 150 A.
  - b. Current Sensor Range: As required by application.
  - c. Current Set Point: Fixed or adjustable, as required by application.
  - d. Current Sensor Output:
- 5. Relay: SPDT, continuous-duty coil; rated for 10-million mechanical cycles.
- 6. Enclosure: NEMA 250, Type 12 enclosure for indoor applications; NEMA 250, Type 4 enclosure for outdoor applications.

## 2.11 ELECTRICAL POWER DEVICES

- A. Control Transformers:
  - 1. Sizing Criteria: Size control transformers for total connected load, plus additional 50 percent of connected load for future spare capacity.
  - 2. Transformer Minimum Capacity: 100 VA.
  - 3. Protection: Provide transformers with both primary and secondary fuses.
  - 4. Enclosure: House control transformers in NEMA 250 enclosures, type as indicated in "Performance Requirements" Article for application.

## 2.12 CONTROL WIRE AND CABLE

- A. Wire: Single conductor control wiring above 24 V.
  - 1. Wire Size: Minimum 14 AWG.
  - 2. Conductors: 7/24 soft annealed copper strand with 2- to 2.5-inch lay.
  - 3. Conductor Insulation: 600 V, Type THWN or Type THHN, and 90 deg C in accordance with UL 83.
  - 4. Conductor Insulation Colors: Black (hot), white (neutral), and green (ground).
  - 5. Furnish on spools.
- B. Single, Twisted-Shielded, Instrumentation Cable above 24 V:
  - 1. Wire Size: Minimum 18 AWG.
  - 2. Conductors: Twisted, 7/24 soft annealed copper strand with a 2- to 2.5-inch lay.
  - 3. Conductor Insulation: Type THHN/THWN or Type TFN rating.
  - 4. Conductor Insulation Colors:
    - a. Twisted Pair: Black and white.
    - b. Twisted Triad: Black, red, and white.
  - 5. Shielding: 100 percent type, 0.35/0.5-mil aluminum/Mylar tape, helically applied with 25 percent overlap, and aluminum side in with tinned copper drain wire.
  - 6. Outer Jacket Insulation: 600 V, 90 deg C rating, and Type TC cable.
  - 7. Furnish on spools.



C. Single, Twisted-Shielded, Instrumentation Cable 24 V and Less:

1. Wire Size: Minimum 18 AWG.
2. Conductors: Twisted, 7/24 soft annealed copper stranding with a 2- to 2.5-inch lay.
3. Conductor Insulation: Nominal 15-mil thickness, constructed from flame-retardant PVC.
4. Conductor Insulation Colors:
  - a. Twisted Pair: Black and white.
  - b. Twisted Triad: Black, red, and white.
5. Shielding: 100 percent type, 1.35-mil aluminum/polymer tape, helically applied with 25 percent overlap, and aluminum side in with tinned copper drain wire.
6. Outer Jacket Insulation: 300 V, 105 deg C rating, and Type PLTC cable.
7. Furnish on spools.

D. LAN and Communication Cable: Comply with DDC system manufacturer requirements for network being installed.

1. Comply with following requirements for balanced twisted pair cable described in Section 26 05 23 "Control-Voltage Electrical Power Cables."
  - a. Plenum rated.
  - b. Unique color that is different from other cables used on Project.

## 2.13 RACEWAYS

- A. Comply with requirements in Section 26 05 33 "Raceway and Boxes for Electrical Systems" for electrical power raceways and boxes.
- B. Comply with requirements in Section 27 05 28 "Pathways for Communications Systems" for raceways for balanced twisted pair cables and optical fiber cables.

## 2.14 IDENTIFICATION

A. Control Equipment, Instruments, and Control Devices:

1. Laminated acrylic or melamine plastic sign bearing unique identification.
  - a. Include instruments with unique identification identified by equipment being controlled or monitored, followed by point identification.
2. Letter size as follows:
  - a. DDC Controllers: Minimum of 0.5 inch high.
  - b. Gateways: Minimum of 0.5 inch high.
  - c. Enclosures: Minimum of 1 inch high.
  - d. Instruments: Minimum of 0.25 inch high.
  - e. Control Damper and Valve Actuators: Minimum of 0.25 inch high.
3. Engraved phenolic consisting of three layers of rigid laminate. Top and bottom layers color-coded black with contrasting white center exposed by engraving through outer layer.
4. Fastened with drive pins.

5. Instruments, control devices, and actuators with Project-specific identification tags having unique identification numbers following requirements indicated and provided by original manufacturer do not require additional identification.

B. Raceway and Boxes:

1. Comply with requirements for identification specified in Section 26 05 53 "Identification for Electrical Systems."
2. Paint cover plates on junction boxes and conduit same color as tape banding for conduits. After painting, label cover plate "HVAC Controls".

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Examine substrates and conditions for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
  1. Verify compatibility with and suitability of substrates.
- B. Examine roughing-in for instruments installed in piping to verify actual locations of connections before installation.
- C. Examine roughing-in for instruments installed in duct systems to verify actual locations of connections before installation.
- D. Examine walls, floors, roofs, and ceilings for suitable conditions where product will be installed.
- E. Prepare written report, endorsed by Installer, listing conditions detrimental to performance of the Work.
- F. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.2 DDC SYSTEM INTERFACE WITH OTHER SYSTEMS AND EQUIPMENT**

- A. Communication Interface to Equipment with Integral Controls:
  1. DDC system has communication interface with equipment having integral controls and having communication interface for remote monitoring or control.
  2. Equipment to Be Connected:
    - a. Rooftop Units specified in Section 23 74 16 "Packaged, Rooftop Air-Conditioning Units."
    - b. Unit Heaters specified in Section 23 82 39 "Electric Unit Heaters."
    - c. VAV Boxes specified in Section 23 36 00 "Air Terminal Units."
    - d. Finned Tube Radiation Heaters specified in Section 23 82 36 "Finned-Tube Radiation Heaters."

### 3.3 CONTROL DEVICES FOR INSTALLATION BY INSTALLERS

- A. Deliver selected control devices, specified in indicated HVAC instrumentation and control device Sections, to identified equipment and systems manufacturers for factory installation and to identified installers for field installation.
- B. Deliver the following to plumbing and HVAC piping installers for installation in piping. Include installation instructions to Installer and supervise installation for compliance with requirements.
  - 1. Control valves, which are specified in Section 23 09 24 "Control Valves."

### 3.4 GENERAL INSTALLATION REQUIREMENTS

- A. Install products level, plumb, parallel, and perpendicular with building construction.
- B. Neatly support products, tubing, piping wiring, and raceways.
- C. Fabricate openings and install sleeves in ceilings, floors, roof, and walls required by installation of products. Before proceeding with drilling, punching, and cutting, check for concealed work to avoid damage. Patch, flash, grout, seal, and refinish openings to match adjacent condition.
- D. Firestop Penetrations Made in Fire-Rated Assemblies: Comply with requirements in Section 07 84 13 "Penetration Firestopping."
- E. Seal penetrations made in acoustically rated assemblies. Comply with requirements in Section 07 92 00 "Joint Sealants."
- F. Welding Requirements:
  - 1. Restrict welding and burning to supports and bracing.
  - 2. No equipment is cut or welded without approval. Welding or cutting will not be approved if there is risk of damage to adjacent Work.
  - 3. Welding, where approved, is to be by inert-gas electric arc process and is to be performed by qualified welders in accordance with applicable welding codes.
  - 4. If requested on-site, show satisfactory evidence of welder certificates indicating ability to perform welding work intended.
- G. Fastening Hardware:
  - 1. Wrenches, pliers, and other tools that damage surfaces of rods, nuts, and other parts are prohibited for work of assembling and tightening fasteners.
  - 2. Tighten bolts and nuts firmly and uniformly. Do not overstress threads by excessive force or by oversized wrenches.
  - 3. Lubricate threads of bolts, nuts, and screws with graphite and oil before assembly.
- H. If product locations are not indicated, install products in locations that are accessible and that will permit service and maintenance from floor, equipment platforms, or catwalks without removal of permanently installed furniture and equipment.

### 3.5 INSTALLATION OF CONTROLLERS

- A. Install controllers in enclosures to comply with indicated requirements.

- B. Connect controllers to field power supply.
- C. Install controllers with latest version of applicable software and configure to execute requirements indicated.
- D. Test and adjust controllers to verify operation of connected I/O to achieve performance indicated requirements while executing sequences of operation.
- E. Installation of Programmable Application Controllers:
  - 1. DDC system provider and DDC system manufacturer to determine quantity and location of network controllers to satisfy requirements indicated.
  - 2. Install controllers in a protected location that is easily accessible by operators.
  - 3. Locate top of controller within 72 inches of finished floor.
- F. Application-Specific Controllers:
  - 1. DDC system provider and DDC system manufacturer to determine quantity and location of application-specific controllers to satisfy requirements indicated.
  - 2. For controllers not mounted directly on equipment being controlled, install controllers in a location that is easily accessible by operators.

### 3.6 INSTALLATION OF ENCLOSURES

- A. Install the following items in enclosures, to comply with indicated requirements:
  - 1. Gateways.
  - 2. Controllers.
  - 3. Electrical power devices.
  - 4. Relays.
  - 5. Accessories.
- B. Attach wall-mounted enclosures to wall using the following types of steel struts:
  - 1. For NEMA 250, Type 1 Enclosures: Use corrosion-resistant-coated steel strut and hardware.
  - 2. For NEMA 250, Type 4 and 12 Enclosures and Enclosures: Use stainless steel strut and hardware.
  - 3. Install plastic caps on exposed cut edges of strut.
- C. Align top of adjacent enclosures.
- D. Install floor-mounted enclosures located in mechanical equipment rooms on concrete housekeeping pads. Attach enclosure legs using stainless steel anchors.
- E. Install continuous and fully accessible wireways to connect conduit, wire, and cable to multiple adjacent enclosures. Wireways used for application are to have protection equal to NEMA 250 rating of connected enclosures.

### 3.7 ELECTRIC POWER CONNECTIONS

- A. Connect electrical power to DDC system products requiring electrical power connections.

- B. Design of electrical power to products not indicated with electric power is delegated to DDC system provider and installing trade to provide a fully functioning DDC system. Work is to comply with NFPA 70 and other requirements indicated.
- C. Comply with requirements in Section 26 28 16 "Enclosed Switches and Circuit Breakers" for electrical power circuit breakers.
- D. Comply with requirements in Section 26 05 19 "Low-Voltage Electrical Power Conductors and Cables" for electrical power conductors and cables.
- E. Comply with requirements in Section 26 05 33 "Raceway and Boxes for Electrical Systems" for electrical power raceways and boxes.

### 3.8 INSTALLATION OF IDENTIFICATION

- A. Identify system components, wiring, cabling, and terminals. Comply with requirements in Section 26 05 53 "Identification for Electrical Systems" for identification products and installation.

### 3.9 INSTALLATION OF CONTROL WIRE, CABLE, AND RACEWAY

- A. Comply with NECA 1.
- B. Wire and Cable Installation:
  - 1. Comply with installation requirements in Section 26 05 23 "Control-Voltage Electrical Power Cables."
  - 2. Install cables with protective sheathing that is waterproof and capable of withstanding continuous temperatures of 90 deg C with no measurable effect on physical and electrical properties of cable.
    - a. Provide shielding to prevent interference and distortion from adjacent cables and equipment.
  - 3. Terminate wiring in a junction box.
    - a. Clamp cable over jacket in a junction box.
    - b. Individual conductors in the stripped section of cable is to be slack between the clamping point and terminal block.
  - 4. Terminate field wiring and cable not directly connected to instruments and control devices having integral wiring terminals using terminal blocks.
  - 5. Install signal transmission components in accordance with IEEE C2, REA Form 511a, NFPA 70, and as indicated.
  - 6. Use shielded cable to transmitters.
  - 7. Use shielded cable to temperature sensors.
  - 8. Perform continuity and meager testing on wire and cable after installation.
- C. Conduit Installation:
  - 1. Comply with Section 26 05 33 "Raceway and Boxes for Electrical Systems" for control-voltage conductors.

### 3.10 FIELD QUALITY CONTROL

- A. Perform the following tests and inspections:
  - 1. Perform each visual and mechanical inspection and electrical test stated in NETA ATS. Certify compliance with test parameters.
  - 2. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

### 3.11 DDC SYSTEM I/O CHECKOUT PROCEDURES

- A. Check installed products before continuity tests, leak tests, and calibration.
- B. Check instruments for proper location and accessibility.
- C. Check instruments for proper installation on direction of flow, elevation, orientation, insertion depth, or other applicable considerations that will impact performance.
- D. Check instrument tubing for proper isolation, fittings, slope, dirt legs, drains, material, and support.
- E. Control Damper Checkout:
  - 1. Verify that control dampers are installed correctly for flow direction.
  - 2. Verify that proper blade alignment, either parallel or opposed, has been provided.
  - 3. Verify that damper frame attachment is properly secured and sealed.
  - 4. Verify that damper actuator and linkage attachment are secure.
  - 5. Verify that actuator wiring is complete, enclosed, and connected to correct power source.
  - 6. Verify that damper blade travel is unobstructed.
- F. Control Valve Checkout:
  - 1. For pneumatic control valves, verify that pressure gauges are provided in each air line connected to the valve actuator and positioner.
  - 2. Verify that control valves are installed correctly for flow direction.
  - 3. Verify that valve body attachment is properly secured and sealed.
  - 4. Verify that valve actuator and linkage attachment are secure.
  - 5. Verify that actuator wiring is complete, enclosed, and connected to correct power source.
  - 6. Verify that valve ball, disc, or plug travel is unobstructed.
  - 7. After piping systems have been tested and put into service, but before insulating and balancing, inspect each valve for leaks. Adjust or replace packing to stop leaks. Replace valve if leaks persist.
- G. Instrument Checkout:
  - 1. Verify that instrument is correctly installed for location, orientation, direction, and operating clearances.
  - 2. Verify that attachment is properly secured and sealed.
  - 3. Verify that conduit connections are properly secured and sealed.
  - 4. Verify that wiring is properly labeled with unique identification, correct type, and size and is securely attached to proper terminals.
  - 5. Inspect instrument tag against approved submittal.
  - 6. For instruments with tubing connections, verify that tubing attachment is secure and isolation valves have been provided.

7. For flow instruments, verify that recommended upstream and downstream distances have been maintained.
8. For temperature instruments, verify the following:
  - a. Sensing element type and proper material.
  - b. Length and insertion.

### 3.12 DDC SYSTEM I/O ADJUSTMENT, CALIBRATION, AND TESTING

- A. Calibrate each instrument installed that is not factory calibrated and provided with calibration documentation.
- B. Provide written description of proposed field procedures and equipment for calibrating each type of instrument. Submit procedures before calibration and adjustment.
- C. For each analog instrument, make three-point test of calibration for both linearity and accuracy.
- D. Equipment and procedures used for calibration to comply with instrument manufacturer's written instructions.
- E. Provide diagnostic and test equipment for calibration and adjustment.
  1. Use field testing and diagnostic instruments and equipment with an accuracy at least twice the instrument accuracy of instrument to be calibrated. For example, test and calibrate an installed instrument with accuracy of 1 percent using field testing and diagnostic instrument with accuracy of 0.5 percent or better.
- F. Calibrate each instrument in accordance with instruction manual supplied by instrument manufacturer.
- G. If after calibration the indicated performance cannot be achieved, replace out-of-tolerance instruments.
- H. Comply with field testing requirements and procedures indicated by ASHRAE's Guideline 11, "Field Testing of HVAC Controls Components," in the absence of specific requirements, and to supplement requirements indicated.
- I. Analog Signals:
  1. Check analog voltage signals using a precision voltage meter at zero, 50, and 100 percent.
  2. Check analog current signals using a precision current meter at zero, 50, and 100 percent.
  3. Check resistance signals for temperature sensors at zero, 50, and 100 percent of operating span using a precision-resistant source.
- J. Digital Signals:
  1. Check digital signals using a jumper wire.
  2. Check digital signals using an ohmmeter to test for contact making or breaking.
- K. Control Dampers:

1. Stroke and adjust control dampers following manufacturer's recommended procedure, from 100 percent open to 100 percent closed and back to 100 percent open.
2. Check and document open and close cycle times for applications with cycle time less than 30 seconds.
3. For control dampers equipped with positive position indication, check feedback signal at multiple positions to confirm proper position indication.

L. Control Valves:

1. Stroke and adjust control valves following manufacturer's recommended procedure, from 100 percent open to 100 percent closed and back to 100 percent open.
2. Check and document open and close cycle times for applications with cycle time less than 30 seconds.
3. For control valves equipped with positive position indication, check feedback signal at multiple positions to confirm proper position indication.

M. Meters: Check meters at zero, 50, and 100 percent of Project design values.

N. Sensors: Check sensors at zero, 50, and 100 percent of Project design values.

O. Switches: Calibrate switches to make or break contact at set points indicated.

P. Transmitters:

1. Check and calibrate transmitters at zero, 50, and 100 percent of Project design values.
2. Calibrate resistance temperature transmitters at zero, 50, and 100 percent of span using a precision-resistant source.

### 3.13 DDC SYSTEM CONTROLLER CHECKOUT

A. Verify power supply.

1. Verify voltage, phase, and hertz.
2. Verify that protection from power surges is installed and functioning.
3. Verify that ground fault protection is installed.
4. If applicable, verify if connected to UPS unit.
5. If applicable, verify if connected to backup power source.
6. If applicable, verify that power conditioning units are installed.

B. Verify that wire and cabling are properly secured to terminals and labeled with unique identification.

### 3.14 FINAL REVIEW

A. Submit written request for turnover meeting to the Owner when DDC system is ready for final review. State the following:

1. DDC system has been thoroughly inspected for compliance with Contract Documents and found to be in full compliance.
2. DDC system has been programmed, calibrated, adjusted, and tested and found to comply with requirements of operational stability, accuracy, speed, and other performance requirements indicated.



3. DDC system monitoring and control of HVAC systems results in operation according to sequences of operation indicated.
  4. DDC system is complete and ready for final review.
- B. Take prompt action to remedy deficiencies indicated during meeting and submit second written request for review after all deficiencies have been corrected. Repeat process until no deficiencies are reported.
- C. Prepare and submit closeout submittals when no deficiencies are reported.

### 3.15 ADJUSTING

- A. Occupancy Adjustments: When requested within 12 months from 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.

### 3.16 DEMONSTRATION

- A. Train Owner's maintenance personnel to adjust, operate, and maintain DDC system.
1. Provide staff familiar with DDC system installed to demonstrate operation of DDC system during final review.
  2. Provide testing equipment to demonstrate accuracy and other performance requirements of DDC system that is requested by reviewers during final review.
  3. Demonstration to include, but not be limited to, the following:
    - a. HVAC equipment and system hardwired and software safeties and life-safety functions are operating according to sequence of operation.
    - b. Correct sequence of operation after electrical power interruption and resumption after electrical power is restored for randomly selected HVAC systems.
    - c. Reporting of alarm conditions for randomly selected alarms, including different classes of alarms, to ensure that alarms are properly received by operators and operator workstations.
    - d. Trends, summaries, logs, and reports set up for Project.
    - e. Data entry to show Project-specific customizing capability including parameter changes.
    - f. Execution of digital and analog commands in graphic mode.

**END OF SECTION 23 09 23**

## **PART 1 - GENERAL**

### **1.1 RELATED DOCUMENTS**

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

### **1.2 SUMMARY**

- A. Section includes:
  - 1. Control valves.
  - 2. Electric and Electronic Control Valve Actuators.
- B. Related Requirements:
  - 1. Section 23 09 23 "Direct Digital Control (DDC) System for HVAC" control equipment and software, relays, electrical power devices, uninterruptible power supply units, wire, and cable.
  - 2. Section 23 09 93 "Sequence of Operations for HVAC Controls" for requirements that relate to Section 23 09 93.

### **1.3 DEFINITIONS**

- A. Cv: Design valve coefficient.
- B. DDC: Direct-digital control.
- C. NBR: Nitrile butadiene rubber.
- D. PTFE: Polytetrafluoroethylene
- E. RMS: Root-mean-square value of alternating voltage, which is the square root of the mean value of the square of the voltage values during a complete cycle.

### **1.4 ACTION SUBMITTALS**

- A. Product Data: For each type of product, including the following:
  - 1. Construction details, material descriptions, dimensions of individual components and profiles, and finishes.
  - 2. Operating characteristics, electrical characteristics, and furnished accessories indicating process operating range, accuracy over range, control signal over range, default control signal with loss of power, calibration data specific to each unique application, electrical

- power requirements, and limitations of ambient operating environment, including temperature and humidity.
- 3. Product description with complete technical data, performance curves, and product specification sheets.
- 4. Installation, operation, and maintenance instructions, including factors affecting performance.

## 1.5 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For control valves to include in operation and maintenance manuals.

## 1.6 WARRANTY

- A. Warranty: Manufacturer agrees to repair or replace components of control valves and actuators that fail in materials or workmanship within specified warranty period.
  - 1. Warranty Period: One year from date of Substantial Completion.

# PART 2 - PRODUCTS

## 2.1 PERFORMANCE REQUIREMENTS

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- B. ASME Compliance: Fabricate and label products to comply with ASME Boiler and Pressure Vessel Code where required by authorities having jurisdiction.
- C. Ground Fault: Products shall not fail due to ground fault condition when suitably grounded.
- D. Determine control valve sizes and flow coefficients by ISA 75.01.01.
- E. Control valve characteristics and rangeability shall comply with ISA 75.11.01.
- F. Selection Criteria:
  - 1. Verify in field if existing control valves are 2 way or 3 way, new should match the existing type.
  - 2. Control valves shall be suitable for operation at following conditions:
    - a. Heating Hot Water: 100 – 220 Deg F.
  - 3. Control valve shutoff classifications shall be FCI 70-2, Class IV or better unless otherwise indicated.
  - 4. Modulating three-way pattern water valves shall have linear flow-throttling characteristics. The total flow through the valve shall remain constant regardless of the valve's position.
  - 5. Modulating butterfly valves shall have linear flow-throttling characteristics.
  - 6. Fail positions unless otherwise indicated:

- a. Heating Hot Water: Open.
- 7. Selection shall consider viscosity, flashing, and cavitation corrections.
- 8. Valves shall have stable operation throughout full range of operation, from design to minimum Cv.
- 9. Minimum Cv shall be calculated at 10 percent of design flow, with a coincident pressure differential equal to the system design pump head.
- 10. In water systems, select modulating control valves at terminal equipment for a design Cv based on a pressure drop of 5 psig at design flow unless otherwise indicated.
- 11. In water systems, use ball- or globe-style control valves for valves NPS 2 and smaller and butterfly style for valves larger than NPS 2.

## 2.2 BALL-STYLE CONTROL VALVES

### A. Ball Valves with Two Ports and Characterized Disk:

- 1. Manufacturers: Subject to compliance with requirements, provide products by the following, or owner approved equal during bidding:
  - a. Belimo B2 Series.
  - b. Schneider Electric.
- 2. Pressure Rating for NPS 1 and Smaller: Nominal 600 WOG.
- 3. Pressure Rating for NPS 1-1/2 through NPS 2: Nominal 400 WOG.
- 4. Close-off Pressure: 200 psig.
- 5. Process Temperature Range: Zero to 212 deg F.
- 6. Body and Tail Piece: Cast bronze ASTM B61, ASTM B62, ASTM B584, or forged brass with nickel plating.
- 7. End Connections: Threaded (NPT) ends.
- 8. Ball: 300 series stainless steel.
- 9. Stem and Stem Extension:
  - a. Material to match ball.
  - b. Blowout-proof design.
  - c. Sleeve or other approved means to allow valve to be opened and closed without damaging the insulation or the vapor barrier seal.
- 10. Ball Seats: Reinforced PTFE.
- 11. Stem Seal: Reinforced PTFE packing ring with a threaded packing ring follower to retain the packing ring under design pressure with the linkage removed. Alternative means, such as EPDM O-rings, are acceptable if an equivalent cycle endurance can be demonstrated by testing.
- 12. Flow Characteristics for port: Equal percentage.

## 2.3 ELECTRIC AND ELECTRONIC CONTROL VALVE ACTUATORS

- ### A. Manufacturers: Subject to compliance with requirements, provide products by the following, or owner approved equal during bidding:
- 1. Belimo.
  - 2. Schneider Electric.

- B. Actuators for Hydronic Control Valves: Capable of closing valve against system pump shutoff head.
- C. Position indicator and graduated scale on each actuator.
- D. Type: Motor operated, with or without gears, electric and electronic.
- E. Voltage:
  - 1. 24-V.
  - 2. Deliver torque required for continuous uniform movement of controlled device from limit to limit when operated at rated voltage.
  - 3. Function properly within a range of 85 to 120 percent of nameplate voltage.
- F. Construction:
  - 1. For Actuators Less Than 100 W: Fiber or reinforced nylon gears with steel shaft, copper alloy or nylon bearings, and pressed steel enclosures.
  - 2. For Actuators more than 100 W: Gears ground steel, oil immersed, shaft hardened steel running in bronze, copper alloy or ball bearings. Operator and gear trains shall be totally enclosed in dustproof cast-iron, cast-steel or cast-aluminum housing.
- G. Field Adjustment:
  - 1. Spring Return Actuators: Easily switchable from fail open to fail closed in the field without replacement.
- H. Modulating Actuators:
  - 1. Capable of stopping at all points across full range, and starting in either direction from any point in range.
  - 2. Control Input Signal:
    - a. Proportional: Actuator drives proportional to input signal and modulates throughout its angle of rotation. Suitable for 0- 10 V dc or 4-20 mA signals.
- I. Position Feedback:
  - 1. Equip modulating actuators with a position feedback through current or voltage signal for remote monitoring.
  - 2. Provide a position indicator and graduated scale on each actuator indicating open and closed travel limits.
- J. Fail-Safe:
  - 1. Internal spring return mechanism to drive controlled device to an end position (open) on loss of power.
- K. Integral Overload Protection:
  - 1. Provide against overload throughout the entire operating range in both directions.
  - 2. Electronic overload, digital rotation sensing circuitry, mechanical end switches, or magnetic clutches are acceptable methods of protection.
- L. Valve Attachment:

1. Unless otherwise required for valve interface, provide an actuator designed to be directly coupled to valve shaft without the need for connecting linkages.
2. Attach actuator to valve drive shaft in a way that ensures maximum transfer of power and torque without slippage.
3. Bolt and set screw method of attachment is acceptable only if provided with at least two points of attachment.

M. Temperature and Humidity:

1. Temperature: Suitable for operating temperature range encountered by application with minimum operating temperature range of minus 20 to 140 deg F.
2. Humidity: Suitable for humidity range encountered by application; minimum operating range shall be from 5 to 95 percent relative humidity, non-condensing.

N. Enclosure:

1. Suitable for ambient conditions encountered by application.
2. NEMA 250, Type 2 for indoor and protected applications.
3. NEMA 250, Type 4 or Type 4X for outdoor and unprotected applications.

O. Stroke Time:

1. Operate valve from fully closed to fully open within 15 seconds.
2. Operate valve from fully open to fully closed within 15 seconds.
3. Move valve to failed position within 15 seconds.

P. Sound:

1. Spring Return: 62 dBA.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Examine substrates and conditions for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Examine roughing-in for valves installed in piping to verify actual locations of piping connections before installation.
- C. Prepare written report, endorsed by Installer, listing conditions detrimental to performance.
- D. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.2 CONTROL VALVE APPLICATIONS**

A. Control Valves:

1. Select from valves specified in "Control Valves" Article to achieve performance requirements and characteristics indicated while subjected to full range of system operation encountered.

### 3.3 INSTALLATION, GENERAL

- A. Furnish and install products required to satisfy most stringent requirements indicated.
- B. Install products level, plumb, parallel, and perpendicular with building construction.
- C. Properly support instruments, tubing, piping, wiring, and conduits to comply with requirements indicated. Brace all products to prevent lateral movement and sway or a break in attachment when subjected to a force.
- D. Provide ceiling, floor, roof, and wall openings and sleeves required by installation. Before proceeding with drilling, punching, or cutting, check location first for concealed products that could potentially be damaged. Patch, flash, grout, seal, and refinish openings to match adjacent condition.
- E. Firestop penetrations made in fire-rated assemblies and seal penetrations made in acoustically rated assemblies.
- F. Fastening Hardware:
  - 1. Stillson wrenches, pliers, and other tools that will cause injury to or mar surfaces of rods, nuts, and other parts are prohibited for assembling and tightening nuts.
  - 2. Tighten bolts and nuts firmly and uniformly. Do not overstress threads by excessive force or by oversized wrenches.
  - 3. Lubricate threads of bolts, nuts, and screws with graphite and oil before assembly.
- G. Install products in locations that are accessible and that will permit calibration and maintenance from floor, equipment platforms, or catwalks. Where ladders are required for Owner's access, confirm unrestricted ladder placement is possible under occupied condition.

### 3.4 ELECTRIC POWER

- A. Furnish and install electrical power to products requiring electrical connections.
- B. Furnish and install circuit breakers. Comply with requirements in Section 26 28 16 "Enclosed Switches and Circuit Breakers."
- C. Furnish and install power wiring. Comply with requirements in Section 26 05 19 "Low-Voltage Electrical Power Conductors and Cables."
- D. Furnish and install raceways. Comply with requirements in Section 26 05 33 "Raceways and Boxes for Electrical Systems."

### 3.5 CONTROL VALVE INSTALLATIONS

- A. Install pipe reducers for valves smaller than line size. Position reducers as close to valve as possible but at distance to avoid interference and impact to performance. Install with manufacturer-recommended clearance.
- B. Install flanges or unions to allow drop-in and -out valve installation.
- C. Valve Orientation:

1. Where possible, install ball valves installed in horizontal piping with stems upright and not more than 15 degrees off of vertical, not inverted.
2. Install valves in a position to allow full stem movement.
3. Where possible, install butterfly valves that are installed in horizontal piping with stems in horizontal position and with low point of disc opening with direction of flow.

D. Clearance:

1. Locate valves for easy access and provide separate support of valves that cannot be handled by service personnel without hoisting mechanism.
2. Install valves with at least 12 inches of clear space around valve and between valves and adjacent surfaces.

E. Threaded Valves:

1. Note internal length of threads in valve ends, and proximity of valve internal seat or wall, to determine how far pipe should be threaded into valve.
2. Align threads at point of assembly.
3. Apply thread compound to external pipe threads, except where dry seal threading is specified.
4. Assemble joint, wrench tight. Apply wrench on valve end as pipe is being threaded.

F. Flanged Valves:

1. Align flange surfaces parallel.
2. Assemble joints by sequencing bolt tightening to make initial contact of flanges and gaskets as flat and parallel as possible. Use suitable lubricants on bolt threads. Tighten bolts gradually and uniformly with a torque wrench.

### 3.6 CONNECTIONS

- A. Connect electrical devices and components to electrical grounding system. Comply with requirements in Section 26 05 26 "Grounding and Bonding for Electrical Systems."

### 3.7 IDENTIFICATION

- A. Identify system components, wiring, cabling, and terminals. Each piece of wire, cable, and tubing shall have the same designation at each end for operators to determine continuity at points of connection. Comply with requirements for identification specified in Section 26 05 53 "Identification for Electrical Systems."
- B. Install engraved phenolic nameplate with valve identification on valve and on face of ceiling directly below valves concealed above ceilings.

### 3.8 CLEANING

- A. Remove grease, mastic, adhesives, dust, dirt, stains, fingerprints, labels, and other foreign materials from exposed interior and exterior surfaces.
- B. Wash and shine glazing.
- C. Polish glossy surfaces to a clean shine.



### 3.9 CHECKOUT PROCEDURES

#### A. Control Valve Checkout:

1. Check installed products before continuity tests, leak tests, and calibration.
2. Check valves for proper location and accessibility.
3. Check valves for proper installation for direction of flow, elevation, orientation, insertion depth, or other applicable considerations that will impact performance.
4. Verify that control valves are installed correctly for flow direction.
5. Verify that valve body attachment is properly secured and sealed.
6. Verify that valve actuator and linkage attachment are secure.
7. Verify that actuator wiring is complete, enclosed, and connected to correct power source.
8. Verify that valve ball, disc, and plug travel are unobstructed.
9. After piping systems have been tested and put into service, but before insulating and balancing, inspect each valve for leaks. Adjust or replace packing to stop leaks. Replace the valve if leaks persist.

### 3.10 ADJUSTMENT, CALIBRATION, AND TESTING

- A. Stroke and adjust control valves following manufacturer's recommended procedure, from 100 percent open to 100 percent closed back to 100 percent open.
- B. Stroke control valves with pilot positioners. Adjust valve and positioner following manufacturer's recommended procedure, so valve is 100 percent closed, 50 percent closed, and 100 percent open at proper air pressures.
- C. Check and document open and close cycle times for applications with a cycle time of less than 30 seconds.
- D. For control valves equipped with positive position indication, check feedback signal at multiple positions to confirm proper position indication.

### 3.11 FIELD QUALITY CONTROL

#### A. Perform the following tests and inspections:

1. Perform according to manufacturer's written instruction.
2. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

### 3.12 DEMONSTRATION

- A. Train Owner's maintenance personnel to adjust, operate, and maintain valves and actuators.

**END OF SECTION 23 09 24**

DIVISION 23 – MECHANICAL  
**SECTION 23 09 26**  
**PRESSURE INSTRUMENTS**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section Includes:
  - 1. Air-pressure sensors.
  - 2. Air-pressure switches.
  - 3. Air-pressure transmitters.
- B. Related Requirements:
  - 1. Section 23 09 23 "Direct-Digital Control System for HVAC" for control equipment and software, relays, electrical power devices, uninterruptible power supply units, wire, and cable.
  - 2. Section 23 09 93 "Sequence of Operations for HVAC Controls" for requirements that relate to Section 23 09 93.

**1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of product, including the following:
  - 1. Construction details, material descriptions, dimensions of individual components and profiles, and finishes.
  - 2. Operating characteristics; electrical characteristics; and furnished accessories indicating process operating range, accuracy over range, control signal over range, default control signal with loss of power, calibration data specific to each unique application, electrical power requirements, and limitations of ambient operating environment, including temperature and humidity.
  - 3. Product description with complete technical data, performance curves, and product specification sheets.
  - 4. Installation instructions, including factors affecting performance.

**1.4 CLOSEOUT SUBMITTALS**

- A. Operation and Maintenance Data: Pressure instruments shall be included in operation and maintenance manuals.

## 1.5 WARRANTY

- A. Warranty: Manufacturer agrees to repair or replace components of pressure instruments that fail in materials or workmanship within specified warranty period.

1. Warranty Period: One year from date of Substantial Completion.

## **PART 2 - PRODUCTS**

### 2.1 PERFORMANCE REQUIREMENTS

- A. Environmental Conditions:

1. Instruments shall operate without performance degradation under the ambient environmental temperature, pressure, humidity, and vibration conditions specified and encountered for installed location.
2. Instruments and accessories shall be protected with enclosures satisfying the following minimum requirements unless more stringent requirements are indicated. Instruments not available with integral enclosures complying with requirements indicated shall be housed in protective secondary enclosures. Instrument-installed location shall dictate following NEMA 250 enclosure requirements:
  - a. Outdoors, Protected: Type 3R.
  - b. Outdoors, Unprotected: Type 3R.
  - c. Indoors, Heated and Air-Conditioned: Type 1.
  - d. Within Duct Systems and Air-Moving Equipment Not Exposed to Possible Condensation: Type 2.
  - e. Within Duct Systems and Air-Moving Equipment Exposed to Possible Condensation: Type 4.

### 2.2 AIR-PRESSURE SENSORS

- A. Duct Insertion Static Pressure Sensor:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Dwyer's Instruments.
  - b. Bapi.
2. Insertion length shall be at 6 inches.
3. Sensor with four radial holes of 0.04-inch diameter.
4. Brass or stainless-steel construction.
5. Sensor with threaded end support, sealing washers and nuts.
6. Connection: NPS 1/4 compression fitting.
7. Suitable for flat oval, rectangular, and round duct configurations.

- B. Duct Traverse Static Pressure Sensor:

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

- a. Dwyer's Instruments.
  - b. Bapi.
- 2. Sensor to traverse the duct cross section and have at least one pickup point every 6 inches along length of sensor.
- 3. Construct sensor of 18-gage Type T6063-T5 extruded and anodized aluminum.
- 4. Sensor supported with threaded rod, sealing washer, and nut at one end and a mounting plate with gasket at other end.
- 5. Mounting plate with threaded, NPS 3/8 compression fitting for connection to tubing.
- 6. Accuracy within 1 percent of actual operating static pressure.
- 7. Dual offset static sensor design to provide accurate sensing of duct static pressure in the presence of turbulent and rotational airflows with a maximum 30-degree yaw and pitch.
- 8. Suitable for velocities of 100 to 10000 fpm and temperatures of up to 200 deg F.
- 9. Sensor air resistance to be less than 0.1 times the velocity pressure at probe-operating velocity.
- 10. Suitable for flat oval, rectangular, and round duct configurations.

## 2.3 AIR-PRESSURE SWITCHES

### A. Air-Pressure Differential Switch:

- 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Dwyer's Instruments.
  - b. Bapi.
- 2. Diaphragm operated to actuate an SPDT snap switch.
  - a. Fan safety shutdown applications: Switch with manual reset.
- 3. Electrical Connections: Three-screw configuration, including one screw for common operation and two screws for field-selectable normally open or closed operation.
- 4. Enclosure Conduit Connection: Knock out or threaded connection.
- 5. User Interface: Screw-type set-point adjustment located inside removable enclosure cover.
- 6. High and Low Process Connections: Threaded, NPS 1/8.
- 7. Enclosure:
  - a. Dry Indoor Installations: NEMA 250, Type 1.
  - b. Outdoor and Wet Indoor Installations: NEMA 250, Type 4.
- 8. Operating Data:
  - a. Electrical Rating: 15 A at 120- to 480-V ac.
  - b. Pressure Limits:
    - 1) Continuous: 45 inches wg.
    - 2) Surge: 10 psig.
  - c. Temperature Limits: Minus 30 to 180 deg F.
  - d. Operating Range: Approximately 2 times set point.
  - e. Repeatability: Within 3 percent.

- f. Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

## 2.4 AIR-PRESSURE TRANSMITTERS

### A. Air-Pressure Differential Transmitter:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Setra Systems.
  - b. Veris.
2. Performance:
  - a. Range: Approximately 2 times set point.
  - b. Accuracy: Within 0.5 percent of the full-scale range.
  - c. Hysteresis: Within 0.10 percent of full scale.
  - d. Repeatability: Within 0.05 percent of full scale.
  - e. Stability: Within 1 percent of span per year.
  - f. Overpressure: 10 psig.
  - g. Temperature Limits: Zero to 150 deg F.
  - h. Compensate Temperature Limits: 40 to 150 deg F.
  - i. Thermal Effects: 0.033 percent of full scale per degree F.
  - j. Shock and vibration shall not harm the transmitter.
3. Output Signals:
  - a. Analog Current Signal:
    - 1) Two-wire, 4- to 20-mA dc current source.
    - 2) Signal capable of operating into 800-ohm load.
  - b. Analog Voltage Signal:
    - 1) Three wire, zero to 10 V.
    - 2) Minimum Load Resistance: 1000 ohms.
4. Display: Four-digit digital display with minimum 0.4-inch-high numeric characters.
5. Operator Interface: Zero and span adjustments located behind cover.
6. Construction:
  - a. Plastic casing with removable plastic cover.
  - b. Threaded, NPS 1/4 swivel fittings for connection to copper tubing or NPS 3/16 barbed fittings for connection to polyethylene tubing. Fittings on bottom of instrument case.
  - c. Screw terminal block for wire connections.
  - d. Vertical plane mounting.
  - e. NEMA 250, Type 4.
  - f. Provide mounting bracket suitable for installation.

### B. Air Pressure Differential Transmitter:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Ashcroft.
2. Performance:
  - a. Range: Approximately 2 times set point.
  - b. Accuracy: Within 0.5 percent of the span at reference temperature of 70 deg F.
  - c. Hysteresis: Within 0.02 percent of the span.
  - d. Repeatability: Within 0.05 percent of the calibrated span.
  - e. Stability: Within 0.25 percent of span per year.
  - f. Overpressure: 15 psig.
  - g. Temperature Limits: Minus 20 to 160 deg F.
  - h. Compensate Temperature Limits: 35 to 135 deg F.
  - i. Thermal Effects: 0.015 percent of full scale per degree F.
  - j. Warm-up Time: Within 5 seconds.
  - k. Response Time: 5 ms.
  - l. Shock and vibration shall not harm the transmitter.
3. Output Signals:
  - a. Analog Current Signal:
    - 1) Two-wire, 4- to 20-mA dc current source.
    - 2) Signal capable of operating into 1000-ohm load.
  - b. Analog Voltage Signal:
    - 1) Three wire, zero to 5 V.
    - 2) Minimum Load Resistance: 1000 ohms.
4. Operator Interface:
  - a. Zero and span adjustments within 10 percent of full span.
  - b. Potentiometer adjustments located on face of transmitter.
5. Construction:
  - a. Type 300 stainless-steel enclosure.
  - b. Swivel fittings for connection to copper tubing or barbed fittings for connection to polyethylene tubing. Fittings on front of instrument enclosure.
  - c. Screw terminal block for wire connections.
  - d. Vertical plane mounting.
  - e. NEMA 250, Type 2.
  - f. Mounting Bracket: Appropriate for installation.
  - g. Reverse wiring protected.
  - h. Calibrate to NIST-traceable standards and provide each transmitter with a certificate of calibration.

## 2.5 SOURCE QUALITY CONTROL

- A. Factory Tests: Test and inspect assembled pressure instruments, as indicated by instrument requirements. Affix standards organization's certification and label.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Examine substrates and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Examine roughing-in for instruments installed in piping to verify actual locations of connections before installation.
- C. Examine roughing-in for instruments installed in duct systems to verify actual locations of connections before installation.
- D. Prepare written report, endorsed by Installer, listing conditions detrimental to performance.
- E. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.2 PRESSURE INSTRUMENT APPLICATIONS**

- A. Duct-Mounted Static Pressure Sensors:
  - 1. Provide as indicated on project drawings.

### **3.3 INSTALLATION, GENERAL**

- A. Install products level, plumb, parallel, and perpendicular with building construction.
- B. Properly support instruments, tubing, piping wiring, and conduit to comply with requirements indicated. Brace all products to prevent lateral movement, sway, or a break in attachment when subjected to force.
- C. Provide ceiling, floor, roof, wall openings, and sleeves required by installation. Before proceeding with drilling, punching, or cutting, check location first for concealed products that could potentially be damaged. Patch, flash, grout, seal, and refinish openings to match adjacent condition.
- D. Fastening Hardware:
  - 1. Stillson wrenches, pliers, and other tools that cause injury to or mar surfaces of rods, nuts, and other parts are prohibited for work of assembling and tightening nuts.
  - 2. Tighten bolts and nuts firmly and uniformly. Do not overstress threads by using excessive force or oversized wrenches.
  - 3. Lubricate threads of bolts, nuts, and screws with graphite and oil before assembly.
- E. Install products in locations that are accessible and that permit calibration and maintenance from floor, equipment platforms, or catwalks. Where ladders are required for Owner's access, confirm unrestricted ladder placement is possible under occupied condition.
- F. Corrosive Environments:
  - 1. Use products that are suitable for environment to which they are subjected.

2. If possible, avoid or limit use of materials in corrosive environments.
3. When conduit is in contact with a corrosive environment, use Type 316 stainless-steel conduit and fittings or conduit and fittings that are coated with a corrosive-resistant coating that is suitable for environment.
4. Where instruments are located in a corrosive environment and are not corrosive resistant from the manufacturer, field install products in a NEMA 250, Type 4X enclosure constructed of Type 316L stainless steel.

### 3.4 ELECTRICAL POWER

- A. Furnish and install electrical power to products requiring electrical connections.
- B. Furnish and install circuit breakers. Comply with requirements in Section 26 28 16 "Enclosed Switches and Circuit Breakers."
- C. Furnish and install power wiring. Comply with requirements in Section 26 05 19 "Low-Voltage Electrical Power Conductors and Cables."
- D. Furnish and install raceways. Comply with requirements in Section 26 05 33 "Raceways and Boxes for Electrical Systems."

### 3.5 PRESSURE INSTRUMENT INSTALLATION

- A. Mounting Location:
  1. Rough-in: Outline instrument-mounting locations before setting instruments and routing, cable, wiring, tubing, and conduit to final location.
  2. Install switches and transmitters for air pressure associated with individual air-handling units and associated connected ductwork and piping near air-handlings units co-located in air-handling unit system control panel, to provide service personnel a single and convenient location for inspection and service.
  3. Install air-pressure switches and transmitters for indoor applications in mechanical equipment rooms. Do not locate in user-occupied space unless indicated specifically on Drawings.
  4. Mount switches and transmitters not required to be mounted within system control panels on walls, floor-supported freestanding pipe stands, or floor-supported structural support frames. Use manufacturer mounting brackets to accommodate field mounting. Securely support and brace products to prevent vibration and movement.
- B. Seal penetrations to ductwork, plenums, and air-moving equipment to comply with duct static pressure class and leakage and seal classes indicated using neoprene gaskets or grommets.
- C. Duct Pressure Sensors:
  1. Install sensors using manufacturer's recommended upstream and downstream distances.
  2. Unless indicated on Drawings, locate sensors approximately 50 percent of distance of longest hydraulic run. Location of sensors shall be submitted and approved before installation.
  3. Install mounting hardware and gaskets to make sensor installation airtight.
  4. Route tubing from the sensor to transmitter.
  5. Use compression fittings at terminations.
  6. Install sensor in accordance with manufacturer's instructions.



7. Support sensor to withstand maximum air velocity, turbulence, and vibration encountered to prevent instrument failure.

D. Air-Pressure Differential Switches:

1. Install air-pressure sensor in system for each switch connection. Install sensor in an accessible location for inspection and replacement.
2. A single sensor may be used to share a common signal to multiple pressure instruments.
3. Install access door in duct and equipment to access sensors that cannot be inspected and replaced from outside.
4. Route NPS 3/8 tubing from sensor to switch connection.
5. Do not mount switches on rotating equipment.
6. Install switches in a location free from vibration, heat, moisture, or adverse effects, which could damage the switch and hinder accurate operation.
7. Install switches in an easily accessible location serviceable from floor.
8. Install switches adjacent to system control panel if within 50 feet; otherwise, locate switch in vicinity of system connection.

### 3.6 IDENTIFICATION

- A. Identify system components, wiring, cabling, and terminals. Each piece of wire, cable, and tubing shall have the same designation at each end for operators to determine continuity at points of connection. Comply with requirements for identification specified in Section 26 05 53 "Identification for Electrical Systems."

### 3.7 CLEANING

- A. Remove grease, mastic, adhesives, dust, dirt, stains, fingerprints, labels, and other foreign materials from exposed interior and exterior surfaces.
- B. Wash and shine glazing.
- C. Polish glossy surfaces to a clean shine.
- D. Clean as recommended by manufacturer. Do not use material or methods which may damage finish surface or surrounding construction.

### 3.8 CHECKOUT PROCEDURES

- A. Check out installed products before continuity tests, leak tests, and calibration.
- B. Check instruments for proper location and accessibility.
- C. Check instruments for proper installation with respect to direction of flow, elevation, orientation, insertion depth, or other applicable considerations that impact performance.
- D. Verify that wiring is correct and secure.

### 3.9 ADJUSTMENT, CALIBRATION, AND TESTING

- A. Description:

1. Calibrate each instrument installed that is not factory calibrated and provided with calibration documentation.
2. Provide a written description of proposed field procedures and equipment for calibrating each type of instrument. Submit procedures before calibration and adjustment.
3. For each analog instrument, perform a three-point calibration test for both linearity and accuracy.
4. Equipment and procedures used for calibration shall comply with instrument manufacturer's recommendations.
5. Provide diagnostic and test equipment for calibration and adjustment.
6. Field instruments and equipment used to test and calibrate installed instruments shall have accuracy at least twice the instrument accuracy being calibrated. For example, an installed instrument with an accuracy of 1 percent shall be checked by an instrument with an accuracy of 0.5 percent.
7. Calibrate each instrument according to instrument instruction manual supplied by manufacturer.
8. If, after calibration, indicated performance cannot be achieved, replace out-of-tolerance instruments.
9. Comply with field-testing requirements and procedures indicated by ASHRAE Guideline 11, "Field Testing of HVAC Control Components," in the absence of specific requirements, and to supplement requirements indicated.

B. Analog Signals:

1. Check analog voltage signals using a precision voltage meter at zero, 50, and 100 percent.
2. Check analog current signals using a precision current meter at zero, 50, and 100 percent.

C. Digital Signals:

1. Check digital signals using a jumper wire.
2. Check digital signals using an ohmmeter to test for contact.

D. Sensors: Check sensors at zero, 50, and 100 percent of project design values.

E. Switches: Calibrate switches to make or break contact at set points indicated.

F. Transmitters:

1. Check and calibrate transmitters at zero, 50, and 100 percent of project design values.

G. Perform the following tests and inspections:

1. Perform according to manufacturer's written instruction.
2. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

### 3.10 FIELD QUALITY CONTROL

A. Perform the following tests and inspections:

1. Perform according to manufacturer's written instruction.
2. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

3.11 DEMONSTRATION

- A. Train Owner's maintenance personnel to adjust, operate, and maintain pressure instrumentation and control devices.

**END OF SECTION 23 09 26**

DIVISION 23 – MECHANICAL  
**SECTION 23 09 27**  
**TEMPERATURE INSTRUMENTS**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section Includes:
  - 1. Air temperature sensors.
  - 2. Air temperature switches.
  - 3. Air temperature RTD transmitters.
- B. Related Requirements:
  - 1. Section 23 09 23 "Direct-Digital Control System for HVAC" for control equipment and software, relays, electrical power devices, uninterruptible power supply units, wire, and cable.
  - 2. Section 23 09 93 "Sequence of Operations for HVAC Controls" for requirements that relate to Section 23 09 93.

**1.3 DEFINITIONS**

- A. RTD: Resistance temperature detector.

**1.4 ACTION SUBMITTALS**

- A. Product Data: For each type of product, including the following:
  - 1. Construction details, material descriptions, dimensions of individual components and profiles, and finishes.
  - 2. Operating characteristics, electrical characteristics, and furnished accessories indicating process operating range, accuracy over range, control signal over range, default control signal with loss of power, calibration data specific to each unique application, electrical power requirements, and limitations of ambient operating environment, including temperature and humidity.
  - 3. Product description with complete technical data, performance curves, and product specification sheets.
  - 4. Installation operation and maintenance instructions, including factors affecting performance.

## 1.5 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: Temperature instruments shall be included in operation and maintenance manuals.

## 1.6 WARRANTY

- A. Warranty: Manufacturer agrees to repair or replace components of temperature instruments that fail in materials or workmanship within specified warranty period.

- 1. Warranty Period: One year from date of Substantial Completion.

# **PART 2 - PRODUCTS**

## 2.1 PERFORMANCE REQUIREMENTS

- A. Environmental Conditions:

- 1. Instruments shall operate without performance degradation under the ambient environmental temperature, pressure, humidity, and vibration conditions specified and encountered for installed location.
  - 2. Instruments and accessories shall be protected with enclosures satisfying the following minimum requirements unless more stringent requirements are indicated. Instruments not available with integral enclosures complying with requirements indicated shall be housed in protective secondary enclosures. Instrument's installed location shall dictate following NEMA 250 enclosure requirements:
    - a. Outdoors, Protected: Type 3.
    - b. Outdoors, Unprotected: Type 4.
    - c. Indoors, Heated with Filtered Ventilation: Type 1.
    - d. Indoors, Heated with Non-Filtered Ventilation: Type 12.
    - e. Indoors, Heated and Air Conditioned: Type 1.
    - f. Mechanical Equipment Rooms:
      - g. Within Duct Systems and Air-Moving Equipment Not Exposed to Possible Condensation: Type 12.
      - h. Within Duct Systems and Air-Moving Equipment Exposed to Possible Condensation: Type 4X.

## 2.2 AIR TEMPERATURE SENSORS

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

- 1. Schneider Electric.
  - 2. Bapi.

- B. Platinum RTDs: Common Requirements:

- 1. 100 or 1000 ohms at zero deg C and a temperature coefficient of 0.00385 ohm/ohm/deg C.

2. Two-wire, PTFE-insulated, 22-gage stranded copper leads.
  3. Performance Characteristics:
    - a. Range: Minus 50 to 275 deg F.
    - b. Interchangeable Accuracy: At 32 deg F within 0.5 deg F.
    - c. Repeatability: Within 0.5 deg F.
    - d. Self-Heating: Negligible.
  4. Transmitter Requirements:
    - a. Transmitter required for each 100-ohm RTD.
    - b. Transmitter optional for 1000-ohm RTD, contingent on compliance with end-to-end control accuracy.
- C. Platinum RTD, Single-Point Air Temperature Duct Sensors:
1. 1000 ohms.
  2. Temperature Range: Minus 50 to 275 deg F
  3. Probe: Single-point sensor with a stainless-steel sheath.
  4. Length: As required by application to achieve tip at midpoint of air tunnel, up to 18 inches.
  5. Enclosure: Junction box with removable cover; NEMA 250, Type 1 for indoor applications and Type 4 for outdoor applications.
  6. Gasket for attachment to duct or equipment to seal penetration airtight.
  7. Conduit Connection: 1/2-inch
- D. Platinum RTD, Air Temperature Averaging Sensors:
1. 1000 ohms.
  2. Temperature Range: Minus 50 to 275 deg F
  3. Multiple sensors to provide average temperature across entire length of sensor.
  4. Rigid probe of aluminum, brass, copper, or stainless-steel sheath.
  5. Flexible probe of aluminum, brass, copper, or stainless-steel sheath and formable to a 4-inch radius.
  6. Length: As required by application to cover entire cross section of air tunnel.
  7. Enclosure: Junction box with removable cover; NEMA 250, Type 1 for indoor applications and Type 4 for outdoor applications.
  8. Gasket for attachment to duct or equipment to seal penetration airtight.
  9. Conduit Connection: 1/2-inch
- E. Platinum RTD Outdoor Air Temperature Sensors:
1. 1000 ohms.
  2. Temperature Range: Minus 50 to 275 deg F
  3. Probe: Single-point sensor with a stainless-steel sheath.
  4. Solar Shield: Stainless steel.
  5. Enclosure: NEMA 250, Type 4 or 4X junction box or combination conduit and outlet box with removable cover and gasket.
  6. Conduit Connection: 1/2-inch trade size.
- F. Space Air Temperature Sensors:
1. 1000 ohms platinum RTD.
  2. Temperature Range: Minus 50 to 212 deg F
  3. Wall mounted sensor assembly shall include a temperature sensing element mounted under a flush, blank, brushed-aluminum cover at locations as shown on project drawings.

4. Wall mounted sensor assembly shall have temperature display with temperature override of +/- 3 degrees from setpoint at locations as shown on project drawings.
5. Provide a mounting plate that is compatible with the surface shape that it is mounted to and electrical box used.
6. Concealed wiring connection.

## 2.3 AIR TEMPERATURE SWITCHES

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

1. Schneider Electric.
2. Bapi.

- B. Thermostat and Switch for Low Temperature Control in Duct Applications:

1. Description:
  - a. Two-position control.
  - b. Field-adjustable set point.
  - c. Manual reset.
  - d. Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
2. Performance:
  - a. Operating Temperature Range: 15 to 55 deg F.
  - b. Temperature Differential: 5 deg F, non-adjustable and additive.
  - c. Enclosure Ambient Temperature: Minus 20 to 140 deg F.
  - d. Sensing Element Maximum Temperature: 250 deg F.
  - e. Voltage: 120-V ac.
  - f. Current: 16 FLA.
  - g. Switch Type: Two SPDT snap switches operate on coldest 12-inch section along element length.
3. Construction:
  - a. Vapor-Filled Sensing Element: Nominal 20 feet long.
  - b. Dual Temperature Scale: Fahrenheit and Celsius visible on face.
  - c. Set-Point Adjustment: Screw.
  - d. Enclosure: Painted metal, NEMA 250, Type 1.
  - e. Electrical Connections: Screw terminals.
  - f. Conduit Connection: 1/2-inch trade size.

- C. Thermostat and Switch for High Temperature Control in Duct Applications:

1. Description:
  - a. Two-position control.
  - b. Field-adjustable set point.
  - c. Manual reset.
  - d. Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

2. Performance:
  - a. Temperature Range: 100 to 160 deg F.
  - b. Temperature Differential: 5 deg F.
  - c. Ambient Temperature: Zero to 260 deg F.
  - d. Voltage: 120-V ac.
  - e. Current: 16 FLA.
  - f. Switch Type: SPDT snap switch.
3. Construction:
  - a. Sensing Element: Helical bimetal.
  - b. Enclosure: Metal, NEMA 250, Type 1.
  - c. Electrical Connections: Screw terminals.
  - d. Conduit Connection: 1/2-inch trade size.

## 2.4 AIR TEMPERATURE RTD TRANSMITTERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. Schneider Electric.
  2. Bapi.
- B. Source Limitations: Obtain temperature-measuring sensors and transmitters and airflow from single manufacturer.
- C. House electronics in NEMA 250 enclosure.
  1. Duct: Type 1.
  2. Outdoor: Type 4X.
  3. Space: Type 1.
- D. Conduit Connection: 1/2-inch
- E. Functional Characteristics:
  1. Input:
    - a. 100-ohm platinum RTD temperature coefficient of 0.00385 ohm/ohm/deg C, two-wire sensors.
    - b. 1000-ohm platinum RTD temperature coefficient of 0.00385 ohm/ohm/deg C, two-wire sensors.
  2. Span (Adjustable):
    - a. Space: 40 to 90 deg F.
    - b. Supply Air Cooling and Heating: 40 to 120 deg F.
    - c. Supply Air Cooling Only: 40 to 90 deg F.
    - d. Supply Air Heating Only: 40 to 120 deg F.
    - e. Exhaust Air: 50 to 100 deg F.
    - f. Return Air: 50 to 100 deg F.
    - g. Mixed Air: Minus 40 to 140 deg F.
    - h. Outdoor: Minus 40 to 140 deg F.



3. Output: 4- to 20-mA dc, linear with temperature; RFI insensitive; minimum drive load of 600 ohms at 24-V dc .
4. Zero and span field adjustments, plus or minus 5 percent of span. Minimum span of 50 deg F.
5. Match sensor with temperature transmitter and factory calibrate together.

F. Performance Characteristics:

1. Calibration Accuracy: Within 0.1 percent of the span.
2. Stability: Within 0.2 percent of the span for at least 6 months.
3. Combined Accuracy: Within 0.5 percent.

## 2.5 SOURCE QUALITY CONTROL

- A. Factory Tests: Test and inspect assembled pressure instruments, as indicated by instrument requirements. Affix standards organization's certification and label.

## **PART 3 - EXECUTION**

### 3.1 EXAMINATION

- A. Examine substrates and conditions for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Examine roughing-in for instruments installed in piping to verify actual locations of connections before installation.
- C. Examine roughing-in for instruments installed in duct systems to verify actual locations of connections before installation.
- D. Prepare written report, endorsed by Installer, listing conditions detrimental to performance.
- E. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 TEMPERATURE INSTRUMENT APPLICATIONS

A. Air Temperature Sensors:

1. Duct: 1000-ohm platinum RTD.
2. Outdoor: 1000-ohm platinum RTD.
3. Space: 1000-ohm platinum RTD.

B. Air Temperature Transmitters:

1. Duct: Air temperature RTD transmitter.
2. Outdoor: Air temperature RTD transmitter.
3. Space: Air temperature RTD transmitter.

### 3.3 INSTALLATION, GENERAL

- A. Install products level, plumb, parallel, and perpendicular with building construction.
- B. Properly support instruments, tubing, piping, wiring, and conduit to comply with requirements indicated. Brace all products to prevent lateral movement and sway or a break in attachment when subjected to force.
- C. Provide ceiling, floor, roof, wall openings, and sleeves required by installation. Before proceeding with drilling, punching, or cutting, check location first for concealed products that could potentially be damaged. Patch, flash, grout, seal, and refinish openings to match adjacent condition.
- D. Fastening Hardware:
  - 1. Stillson wrenches, pliers, and other tools that cause injury to or mar surfaces of rods, nuts, and other parts are prohibited for work of assembling and tightening nuts.
  - 2. Tighten bolts and nuts firmly and uniformly. Do not overstress threads by excessive force or by oversized wrenches.
  - 3. Lubricate threads of bolts, nuts, and screws with graphite and oil before assembly.
- E. Install products in locations that are accessible and that permit calibration and maintenance from floor, equipment platforms, or catwalks. Where ladders are required for Owner's access, confirm unrestricted ladder placement is possible under occupied condition.

### 3.4 ELECTRIC POWER

- A. Furnish and install electrical power to products requiring electrical connections.
- B. Furnish and install circuit breakers. Comply with requirements in Section 26 28 16 "Enclosed Switches and Circuit Breakers."
- C. Furnish and install power wiring. Comply with requirements in Section 26 05 19 "Low-Voltage Electrical Power Conductors and Cables."
- D. Furnish and install raceways. Comply with requirements in Section 26 05 33 "Raceways and Boxes for Electrical Systems."

### 3.5 TEMPERATURE INSTRUMENT INSTALLATIONS

- A. Mounting Location:
  - 1. Roughing In:
    - a. Outline instrument mounting locations before setting instruments and routing cable, wiring, tubing, and conduit to final location.
    - b. Provide independent inspection to confirm that proposed mounting locations comply with requirements indicated and approved submittals.
      - 1) Indicate dimensioned locations with mounting height for all surface-mounted products on Shop Drawings.
      - 2) Do not begin installation without submittal approval of mounting location.

- c. Complete installation rough-in only after confirmation by independent inspection is complete and approval of location is documented for review by Owner and Architect on request.
  - 2. Install switches and transmitters for air temperature associated with individual air-handling units and associated connected ductwork and piping near air-handling units co-located in air-handling unit system control panel to provide service personnel a single and convenient location for inspection and service.
  - 3. Install air temperature switches and transmitters for indoor applications in mechanical equipment rooms. Do not locate in user-occupied space unless indicated specifically on Drawings.
  - 4. Mount switches and transmitters on walls, floor-supported freestanding pipe stands, or floor-supported structural support frames. Use manufacturer's mounting brackets to accommodate field mounting. Securely support and brace products to prevent vibration and movement.
- B. Special Mounting Requirements:
- 1. Protect products installed outdoors from solar radiation, building and wind effect with stand-offs and shields constructed of Type 316 stainless.
  - 2. Temperature instruments having performance impacted by temperature of mounting substrate shall be isolated with an insulating barrier located between instrument and substrate to eliminate effect. Where instruments requiring insulation are located in finished space, conceal insulating barrier in a cover matching the instrument cover.
- C. Mounting Height:
- 1. Mount temperature instruments in user-occupied space to match mounting height of light switches unless otherwise indicated on Drawings. Mounting height shall comply with codes and accessibility requirements.
  - 2. Mount switches and transmitters located in mechanical equipment rooms and other similar space not subject to code or state and Federal accessibility requirements within a range of 42 to 72 inches above the adjacent floor, grade, or service catwalk or platform.
    - a. Make every effort to mount at 48 inches.
- D. Seal penetrations to ductwork, plenums, and air-moving equipment to comply with duct static-pressure class and leakage and seal classes indicated using neoprene gaskets or grommets.
- E. Space Temperature Sensor Installation:
- 1. Conceal assembly in an electrical box of sufficient size to house sensor and transmitter, if provided.
  - 2. Install electrical box with a faceplate to match sensor cover if sensor cover does not completely cover electrical box.
  - 3. In finished areas, recess electrical box within wall.
  - 4. In unfinished areas, electrical box may be surface mounted if electrical light switches are surface mounted. Use a cast-aluminum electric box for surface-mounted installations.
  - 5. Align electrical box with other electrical devices such as visual alarms and light switches located in the vicinity to provide a neat and well-thought-out arrangement. Where possible, align in both horizontal and vertical axis.
- F. Outdoor Air Temperature Sensor Installation:
- 1. Mount sensor in a discrete location facing north.

2. Protect installed sensor from solar radiation and other influences that could impact performance.
3. If required to have a transmitter, mount transmitter remote from sensor in an accessible and serviceable location indoors.

G. Single-Point Duct Temperature Sensor Installation:

1. Install single-point-type, duct-mounted, supply- and return-air temperature sensors. Install sensors in ducts with sensitive portion of the element installed in center of duct cross section and located to sense near average temperature. Do not exceed 24 inches in sensor length.
2. Install return-air sensor in location that senses return-air temperature without influence from outdoor or mixed air.
3. Rigidly support sensor to duct and seal penetration airtight.
4. If required to have transmitter, mount transmitter remote from sensor at accessible and serviceable location.

H. Averaging Duct Temperature Sensor Installation:

1. Install averaging-type air temperature sensor for temperature sensors located within air-handling units, similar equipment, and large ducts with air tunnel cross-sectional area of 20 sq. ft. and larger.
2. Install sensor length to maintain coverage over entire cross-sectional area. Install multiple sensors where required to maintain the minimum coverage.
3. Fasten and support sensor with manufacturer-furnished clips to keep sensor taut throughout entire length.
4. If required to have transmitter, mount transmitter in an accessible and serviceable location.

### 3.6 IDENTIFICATION

- A. Identify system components, wiring, cabling, and terminals. Each piece of wire, cable, and tubing shall have the same designation at each end for operators to determine continuity at points of connection. Comply with requirements for identification specified in Section 26 05 53 "Identification for Electrical Systems."

### 3.7 CLEANING

- A. Remove grease, mastic, adhesives, dust, dirt, stains, fingerprints, labels, and other foreign materials from exposed interior and exterior surfaces.
- B. Wash and shine glazing.
- C. Polish glossy surfaces to a clean shine.
- D. Clean as recommended by manufacturer. Do not use material or methods which may damage finish surface or surrounding construction.

### 3.8 CHECK-OUT PROCEDURES

- A. Check installed products before continuity tests, leak tests, and calibration.

- B. Check temperature instruments for proper location and accessibility.
- C. Verify sensing element type and proper material.
- D. Verify location and length.
- E. Verify that wiring is correct and secure.

### 3.9 ADJUSTMENT, CALIBRATION, AND TESTING

#### A. Description:

1. Calibrate each instrument installed that is not factory calibrated and provided with calibration documentation.
2. Provide a written description of proposed field procedures and equipment for calibrating each type of instrument. Submit procedures before calibration and adjustment.
3. For each analog instrument, make a three-point test of calibration for both linearity and accuracy.
4. Equipment and procedures used for calibration shall meet instrument manufacturer's written instructions.
5. Provide diagnostic and test equipment for calibration and adjustment.
6. Field instruments and equipment used to test and calibrate installed instruments shall have accuracy at least twice the instrument accuracy being calibrated. For example, an installed instrument with an accuracy of 1 percent shall be checked by an instrument with an accuracy of 0.5 percent.
7. Calibrate each instrument according to instrument instruction manual supplied by manufacturer.
8. If after calibration indicated performance cannot be achieved, replace out-of-tolerance instruments.
9. Comply with field-testing requirements and procedures indicated by ASHRAE Guideline 11, "Field Testing of HVAC Control Components," in the absence of specific requirements and to supplement requirements indicated.

#### B. Analog Signals:

1. Check analog voltage signals using a precision voltage meter at zero, 50, and 100 percent.
2. Check analog current signals using a precision current meter at zero, 50, and 100 percent.
3. Check resistance signals for temperature sensors at zero, 50, and 100 percent of operating span using a precision-resistance source.

#### C. Digital Signals:

1. Check digital signals using a jumper wire.
2. Check digital signals using an ohmmeter to test for contact.

#### D. Sensors: Check sensors at zero, 50, and 100 percent of Project design values.

#### E. Switches: Calibrate switches to make or break contact at set points indicated.

#### F. Transmitters:

1. Check and calibrate transmitters at zero, 50, and 100 percent of Project design values.

2. Calibrate resistance temperature transmitters at zero, 50, and 100 percent of span using a precision-resistance source.
- G. Adjust initial temperature set points.
  - H. Comply with requirements in Section 23 05 93 "Testing, Adjusting, and Balancing for HVAC" for testing, adjusting, and balancing procedures.

### 3.10 FIELD QUALITY CONTROL

- A. Perform the following tests and inspections:
  1. Perform according to manufacturer's written instruction.
  2. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

### 3.11 DEMONSTRATION

- A. Train Owner's maintenance personnel to adjust, operate, and maintain temperature instrumentation and control devices.

**END OF SECTION 23 09 27**

DIVISION 23 – MECHANICAL  
**SECTION 23 09 93**  
**SEQUENCE OF OPERATIONS FOR HVAC DDC**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section includes control sequences for DDC for HVAC systems, subsystems, and equipment.
- B. Related Requirements:
  - 1. Section 23 09 23 "DDC Systems for HVAC" for control equipment.

**1.3 DEFINITIONS**

- A. Analog Output: Proportional output signal (zero- to 10-V dc, 4 to 20 mA).
- B. Binary Output: On/off output signal or contact closure.
- C. DDC: Direct digital control.
- D. Digital Output: Data output that must be interpreted digitally.

**1.4 ACTION SUBMITTALS**

- A. Product Data:
  - 1. An instrumentation list for each controlled system. Label each element of the controlled system in table format. Show, in the table element name, type of device, manufacturer, model number, and control device product data sheet number.
  - 2. A complete description of the operation of the control system, including sequences of operation. Include and reference a schematic diagram of the controlled system.
- B. Shop Drawings:
  - 1. Riser diagrams showing control network layout, communication protocol, and wire types.
  - 2. Schematic diagram of each controlled system. Include all control points labeled with point names shown or listed. Show the location of control elements in the system.
  - 3. Wiring diagram for each controlled system. Show all control elements labels. Where a control element is the same as that shown on the control system schematic, label with the same name. Label all terminals.

## 1.5 VAV ROOFTOP UNIT SEQUENCE

### A. Heating and Cooling

1. Unit shall operate in heating or cooling mode as determined by zone demands.
  - a. Heating: Unit shall modulate the gas valve to maintain heating discharge air temperature of 60 degrees (adjustable at the DDC interface).
  - b. Cooling: Unit shall modulate the compressors to maintain cooling discharge air temperature of 55 degrees (adjustable at the DDC interface).
2. Discharge Air Temperature Reset
  - a. The System Controller shall reset the RTU's discharge air temperature setpoint based on the current outdoor air temperature or zone cooling/heating demand.

### B. Airflow

1. The RTU shall modulate the supply fan to maintain duct static pressure at setpoint (adjustable at the DDC interface).
2. Fan-Pressure Optimization: The Unit Controller shall monitor all VAV damper positions and reset the RTU's duct static pressure setpoint based on the position of the furthest-open damper.

### C. Exhaust Fan Control

1. Exhaust fan shall run in economizer mode to maintain neutral building static pressure.

### D. Ventilation

1. Unit shall provide minimum outside air per equipment schedule on drawings (adjustable at the DDC interface) during occupied hours.
  - a. As the supply fan ramps down from full cfm, the outside air damper shall modulate open and be 100% open when unit is at minimum supply CFM.
2. Outside air damper shall be closed during unoccupied hours.
3. Unit shall operate in Economizer Mode (Free Cooling) when the internal Enthalpy Controls dictate (adjustable at the DDC interface).

### E. Morning Warm-Up/Pre-Cool

1. The RTU shall modulate the supply fan to maintain duct static pressure at setpoint and cycle compressors or modulate heat to maintain discharge air temperature at setpoint.
2. The OA damper shall remain closed, unless economizing.

### F. Night Setback

1. During unoccupied mode, the system shall shut off.
2. If any zone temperature drifts to the unoccupied heating or cooling setpoint, the system shall start up to heat or cool the zone.
3. The OA damper remains closed, unless economizing.



G. Smoke Evacuation

1. Existing smoke evacuation sequence shall remain.
  - a. Where applicable, unit shall utilize electric pre-heat as required when in economizer mode due to smoke evacuation sequence.

H. Indicate the following (minimum) on the operator's workstation display terminal:

1. DDC system graphic with all adjustable setpoints described above.
2. DDC system on-off indication (operating or not operating).
3. DDC system occupied/unoccupied mode.
4. Time schedule.
5. Space/area served.
6. Outdoor air temperature indication.
7. Outdoor air damper command, status, and setpoints.
8. Return air damper command, status, and setpoint.
9. Filter status.
10. Filter high-air-pressure drop set point.
11. Mixed air temperature indication.
12. Heating command and status.
13. High limit alarm.
14. Cooling command and status.
15. Supply fan command, status, and alarm.
16. Supply-air temperature indication.
17. Supply-air temperature setpoint, heating.
18. Supply-air temperature setpoint, cooling.
19. Supply-air static pressure indication.
20. Supply-air static pressure setpoint.
21. Economizer status and setpoints.

1.6 VARIABLE AIR VOLUME TERMINAL UNIT SEQUENCE

A. Heating and Cooling

1. Unit shall operate in heating or cooling mode as determined by the controlling wall or duct mounted space temperature sensor.
  - a. Hot water control valve shall modulate to provide the proper heat to meet the space occupied and unoccupied setpoints (adjustable at the DDC interface).

B. Airflow

1. Unit shall vary airflow to maintain the space occupied and unoccupied setpoints (adjustable at the DDC interface).

C. Indicate the minimum following on the operator's workstation display terminal:

1. DDC system graphic with all adjustable setpoints described above.
2. DDC system on-off indication (operating or not operating).
3. DDC system occupied/unoccupied mode.
4. Time schedule.
5. Space/area served.
6. Damper command and setpoint.

7. Heating command.
8. Heating status.
9. Cooling command.
10. Cooling status.
11. Supply-air flow indication.
12. Supply-air temperature indication.
13. Space temperature indication.
14. Space temperature set point, heating, occupied.
15. Space temperature set point, cooling, occupied.
16. Space temperature set point, heating, unoccupied.
17. Space temperature set point, cooling, unoccupied.

#### 1.7 PUMPS

- A. Existing pump sequence of operations shall remain.

### **PART 2 - PRODUCTS (Not Applicable)**

### **PART 3 - EXECUTION (Not Applicable)**

**END OF SECTION 23 09 93**

DIVISION 23 – MECHANICAL  
**SECTION 23 11 23**  
**FACILITY NATURAL-GAS PIPING**

**PART 1 - GENERAL**

**1.1 SUMMARY**

- A. Section Includes:
1. Pipes, tubes, and fittings.
  2. Piping specialties.
  3. Joining materials.
  4. Manual gas shutoff valves.
  5. Pressure regulators.

**1.2 DEFINITIONS**

- A. CWP: Cold working pressure.
- B. Exposed, Exterior Installations: Exposed to view outdoors or subject to outdoor ambient temperatures and weather conditions. An example includes rooftop locations.
- C. Exposed, Interior Installations: Exposed to view indoors. Examples include finished occupied spaces and mechanical equipment rooms.
- D. Finished Spaces: Spaces other than mechanical and electrical equipment rooms, furred spaces, pipe and duct shafts, unheated spaces immediately below roof, spaces above ceilings, unexcavated spaces, crawlspace, and tunnels.

**1.3 ACTION SUBMITTALS**

- A. Product Data:
1. Piping specialties.
  2. Valves. Include pressure rating, capacity, settings, and electrical connection data of selected models.
  3. Pressure regulators. Indicate pressure ratings and capacities.

**1.4 INFORMATIONAL SUBMITTALS**

- A. Coordination Drawings: Plans and details, drawn to scale, on which natural-gas piping is shown and coordinated with other installations, using input from installers of the items involved.

**1.5 CLOSEOUT SUBMITTALS**

- A. Operation and Maintenance Data: For pressure regulators to include in emergency, operation, and maintenance manuals.

## 1.6 QUALITY ASSURANCE

### A. Qualifications:

1. Steel Support Welding: Qualify procedures and personnel in accordance with AWS D1.1/D1.1M, "Structural Welding Code - Steel."
2. Pipe Welding: Qualify procedures and operators in accordance with the ASME Boiler and Pressure Vessel Code.

## 1.7 DELIVERY, STORAGE, AND HANDLING

- A. Handling Flammable Liquids: Remove and dispose of liquids from existing natural-gas piping in accordance with requirements of authorities having jurisdiction.
- B. Deliver pipes and tubes with factory-applied end caps. Maintain end caps through shipping, storage, and handling to prevent pipe end damage and to prevent entrance of dirt, debris, and moisture.
- C. Store and handle pipes and tubes having factory-applied protective coatings to avoid damaging coating, and protect from direct sunlight.

## 1.8 PROJECT CONDITIONS

- A. Interruption of Existing Natural-Gas Service: Do not interrupt natural-gas service to facilities occupied by Owner or others unless permitted under the following conditions, and then only after arranging to provide purging and startup of natural-gas supply in accordance with requirements indicated:
  1. Notify Owner no fewer than two days in advance of proposed interruption of natural-gas service.
  2. Do not proceed with interruption of natural-gas service without Owner's written permission.

## 1.9 COORDINATION

- A. Coordinate sizes and locations of concrete bases with actual equipment provided.
- B. Coordinate requirements for access panels and doors for valves installed and concealed behind finished surfaces. Comply with requirements in Section 08 31 13 "Access Doors and Frames."
- C. Coordinate requirements for piping identification for natural-gas piping. Comply with requirements in Section 22 05 53 "Identification of Plumbing Piping and Equipment."

# **PART 2 - PRODUCTS**

## 2.1 SOURCE LIMITATIONS

- A. Obtain each product type from single source from single manufacturer.

## 2.2 PERFORMANCE REQUIREMENTS

- A. Comply with NFPA 54: the International Fuel Gas Code.
- B. Minimum Operating-Pressure Ratings:
  - 1. Piping and Valves: 100 psig minimum unless otherwise indicated.
  - 2. Service Regulators: 65 psig minimum unless otherwise indicated.
- C. Natural-Gas System Pressure within Buildings:
  - 1. Two pressure ranges. Primary pressure is more than 0.5 psig, but not more than 2 psig (1.0 psig nominal), and is reduced to secondary pressure of 0.5 psig or less (10" wc nominal).
- D. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

## 2.3 PIPES, TUBES, AND FITTINGS

- A. Steel Pipe: ASTM A53/A53M, black steel, Schedule 40, Type E or S, Grade B.
  - 1. Malleable-Iron Threaded Fittings: ASME B16.3, Class 150, standard pattern.
  - 2. Wrought-Steel Welding Fittings: ASTM A234/A234M for butt welding and socket welding.
  - 3. Unions: ASME B16.39, Class 150, malleable iron with brass-to-iron seat, ground joint, and threaded ends.
  - 4. Forged-Steel Flanges and Flanged Fittings: ASME B16.5, minimum Class 150, including bolts, nuts, and gaskets of the following material group, end connections, and facings:
    - a. Material Group: 1.1.
    - b. End Connections: Threaded or butt welding to match pipe.
    - c. Lapped Face: Not permitted underground.
    - d. Gasket Materials: ASME B16.20, metallic, flat, asbestos free, aluminum O-rings, and spiral-wound metal gaskets.
    - e. Bolts and Nuts: ASME B18.2.1, carbon steel aboveground and stainless steel underground.

## 2.4 PIPING SPECIALTIES

- A. Weatherproof Vent Cap:
  - 1. Cast- or malleable-iron increaser fitting with corrosion-resistant wire screen, with free area at least equal to cross-sectional area of connecting pipe and threaded-end connection.

## 2.5 JOINING MATERIALS

- A. Joint Compound and Tape: Suitable for natural gas.
- B. Welding Filler Metals: Comply with AWS D10.12/D10.12M for welding materials appropriate for wall thickness and chemical analysis of steel pipe being welded.

- C. Brazing Filler Metals: Alloy with melting point greater than 1000 deg F complying with AWS A5.8/A5.8M. Brazing alloys containing more than 0.05 percent phosphorus are prohibited.

## 2.6 MANUAL GAS SHUTOFF VALVES

- A. General Requirements for Metallic Valves, NPS 2 and Smaller: Comply with ASME B16.33.
  - 1. CWP Rating: 125 psig.
  - 2. Threaded Ends: Comply with ASME B1.20.1.
  - 3. Dryseal Threads on Flare Ends: Comply with ASME B1.20.3.
  - 4. Tamperproof Feature: Locking feature for valves indicated in "Underground, Manual Gas Shutoff Valve Schedule" and "Aboveground, Manual Gas Shutoff Valve Schedule" articles.
  - 5. Listed and labeled by an NRTL acceptable to authorities having jurisdiction for valves 1 inch and smaller.
  - 6. Service Mark: Valves NPS 1-1/4 to NPS 2 having initials "WOG" permanently marked on valve body.
- B. General Requirements for Metallic Valves, NPS 2-1/2 and Larger: Comply with ASME B16.38.
  - 1. CWP Rating: 125 psig.
  - 2. Flanged Ends: Comply with ASME B16.5 for steel flanges.
  - 3. Tamperproof Feature: Locking feature for valves indicated in "Underground, Manual Gas Shutoff Valve Schedule" and "Aboveground, Manual Gas Shutoff Valve Schedule" articles.
  - 4. Service Mark: Initials "WOG" permanently marked on valve body.
- C. Cast-Iron, Nonlubricated Plug Valves: MSS SP-78.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. A.Y. McDonald Mfg. Co.
    - b. Mueller Co. LLC; Mueller Water Products, Inc.
    - c. XOMOX; Crane ChemPharma & Energy.
  - 2. Body: Cast iron, complying with ASTM A126, Class B.
  - 3. Plug: Bronze or nickel-plated cast iron.
  - 4. Seat: Coated with thermoplastic.
  - 5. Stem Seal: Compatible with natural gas.
  - 6. Ends: Threaded or flanged as indicated in "Manual Gas Shutoff Valve Schedule" articles.
  - 7. Operator: Square head or lug type with tamperproof feature where indicated.
  - 8. Pressure Class: 125 psig.
  - 9. Listing: Valves NPS 1 and smaller are to be listed and labeled by an NRTL acceptable to authorities having jurisdiction.
  - 10. Service: Suitable for natural-gas service with "WOG" indicated on valve body.

## 2.7 PRESSURE REGULATORS

- A. General Requirements:
  - 1. Single stage and suitable for natural gas.
  - 2. Steel jacket and corrosion-resistant components.
  - 3. Elevation compensator.

4. End Connections: Threaded for regulators NPS 2 and smaller; flanged for regulators NPS 2-1/2 and larger.
- B. Line Pressure Regulators: Comply with ANSI Z21.80A.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Fischer; Emerson Electric Co., Automation Solutions.
    - b. Maxitrol Company.
  2. Body and Diaphragm Case: Cast iron or die-cast aluminum.
  3. Springs: Zinc-plated steel; interchangeable.
  4. Diaphragm Plate: Zinc-plated steel.
  5. Seat Disc: NBR; resistant to gas impurities, abrasion, and deformation at the valve port.
  6. Orifice: Aluminum; interchangeable.
  7. Seal Plug: UV-stabilized, mineral-filled nylon.
  8. Single-port, self-contained regulator with orifice no larger than required at maximum pressure inlet, and no pressure sensing piping external to regulator.
  9. Pressure regulator is to maintain discharge pressure setting downstream and is to not exceed 150 percent of design discharge pressure at shutoff.
  10. Overpressure Protection Device: Factory mounted on pressure regulator.
  11. Atmospheric Vent: Factory-installed, connected to vent piping.
  12. Maximum Inlet Pressure: 5 psig.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Examine roughing-in for natural-gas piping system to verify actual locations of piping connections before equipment installation.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.2 PREPARATION**

- A. Close equipment shutoff valves before turning off natural gas to premises or piping section.
- B. Inspect natural-gas piping in accordance with NFPA 54 to determine that natural-gas utilization devices are turned off in piping section affected.
- C. Comply with NFPA 54 requirements for preventing accidental ignition.

### **3.3 INSTALLATION OF PIPING**

- A. Comply with NFPA 54 for installation and purging of natural-gas piping.
- B. Drawing plans, schematics, and diagrams indicate general location and arrangement of piping systems. Indicated locations and arrangements are used to size pipe and calculate friction loss, expansion, and other design considerations. Install piping as indicated unless deviations to layout are approved on Coordination Drawings.

- C. Arrange for pipe spaces, chases, slots, sleeves, and openings in building structure during progress of construction, to allow for mechanical installations.
- D. Do not install piping in concealed locations unless sleeved with the sleeve open at both ends.
- E. Install piping indicated to be exposed and piping in equipment rooms and service areas at right angles or parallel to building walls. Diagonal runs are prohibited unless specifically indicated otherwise.
- F. Where installing piping above accessible ceilings, allow sufficient space for ceiling panel removal.
- G. Locate valves for easy access. Do not locate valves within return air plenums.
- H. Install piping free of sags and bends.
- I. Install fittings for changes in direction and branch connections.
- J. Verify final equipment locations for roughing-in.
- K. Comply with requirements in Sections specifying gas-fired appliances and equipment for roughing-in requirements.
- L. Drips and Sediment Traps: Install drips at points where condensate may collect, including service-meter outlets. Locate where accessible to permit cleaning and emptying. Do not install where condensate is subject to freezing.
  - 1. Construct drips and sediment traps using tee fitting with bottom outlet plugged or capped. Use nipple a minimum length of 3 pipe diameters, but not less than 3 inches long and same size as connected pipe. Install with space below bottom of drip to remove plug or cap.
- M. Extend relief vent connections for service regulators, line regulators, and overpressure protection devices to outdoors and terminate with weatherproof vent cap.
- N. Use eccentric reducer fittings to make reductions in pipe sizes. Install fittings with level side down.
- O. Connect branch piping from top or side of horizontal piping.
- P. Install unions in pipes NPS 2 and smaller, adjacent to each valve, at final connection to each piece of equipment. Unions are not required at flanged connections.
- Q. Do not use natural-gas piping as grounding electrode.
- R. Install roof supports equal to nVent Caddy Pyramid ST minimum every 6 feet, or as required by manufacturer for supporting the size and weight of pipe.
- S. Install sleeves for piping penetrations of walls, ceilings, and floors. Comply with requirements for sleeves specified in Section 23 05 17 "Sleeves and Sleeve Seals for HVAC Piping."
- T. Install escutcheons for piping penetrations of walls, ceilings, and floors. Comply with requirements for escutcheons specified in Section 23 05 18 "Escutcheons for HVAC Piping."



### 3.4 INSTALLATION OF VALVES

- A. Install manual gas shutoff valve for each gas appliance ahead of corrugated stainless steel tubing, aluminum, or copper connector.
- B. Install underground valves with valve boxes.
- C. Install regulators and overpressure protection devices with maintenance access space adequate for servicing and testing.
- D. Install anode for metallic valves in underground PE piping.
- E. Do not install valves in return-air plenums.

### 3.5 PIPING JOINT CONSTRUCTION

- A. Ream ends of pipes and tubes and remove burrs.
- B. Remove scale, slag, dirt, and debris from inside and outside of pipe and fittings before assembly.
- C. Threaded Joints:
  - 1. Thread pipe with tapered pipe threads complying with ASME B1.20.1.
  - 2. Cut threads full and clean using sharp dies.
  - 3. Ream threaded pipe ends to remove burrs and restore full inside diameter of pipe.
  - 4. Apply appropriate tape or thread compound to external pipe threads unless dryseal threading is specified.
  - 5. Damaged Threads: Do not use pipe or pipe fittings with threads that are corroded or damaged. Do not use pipe sections that have cracked or open welds.
- D. Welded Joints:
  - 1. Construct joints in accordance with AWS D10.12/D10.12M, using qualified processes and welding operators.
  - 2. Bevel plain ends of steel pipe.
  - 3. Patch factory-applied protective coating as recommended by manufacturer at field welds and where damage to coating occurs during construction.
- E. Brazed Joints: Construct joints in accordance with AWS's "Brazing Handbook," "Pipe and Tube" Chapter.
- F. Flanged Joints: Install gasket material, size, type, and thickness appropriate for natural-gas service. Install gasket concentrically positioned.
- G. Flared Joints: Cut tubing with roll cutting tool. Flare tube end with tool to result in flare dimensions complying with SAE J513. Tighten finger tight, and then use wrench. Do not overtighten.
- H. PE Piping Heat-Fusion Joints: Clean and dry joining surfaces by wiping with clean cloth or paper towels. Join in accordance with ASTM D2657.
  - 1. Plain-End Pipe and Fittings: Use butt fusion.
  - 2. Plain-End Pipe and Socket Fittings: Use socket fusion.

### 3.6 INSTALLATION OF HANGERS AND SUPPORTS

- A. Comply with requirements for seismic-restraint devices specified in Section 23 05 48 "Vibration and Seismic Controls for HVAC."
- B. Comply with requirements in Section 23 05 29 "Hangers and Supports for HVAC Piping and Equipment" for hangers, supports, and anchor devices.
- C. Install hangers for steel piping, with maximum horizontal spacing and minimum rod diameters, to comply with MSS SP-58, locally enforced codes, and authorities having jurisdiction requirements, whichever are most stringent.
- D. Install hangers for corrugated stainless steel tubing, with maximum horizontal spacing and minimum rod diameters, to comply with manufacturer's written instructions, locally enforced codes, and authorities having jurisdiction requirements, whichever are most stringent.
- E. Support horizontal piping within 12 inches of each fitting.
- F. Support vertical runs of steel piping to comply with MSS SP-58, locally enforced codes, and authorities having jurisdiction requirements, whichever are most stringent.
- G. Support vertical runs of corrugated stainless steel tubing to comply with manufacturer's written instructions, locally enforced codes, and authorities having jurisdiction requirements, whichever are most stringent.

### 3.7 PIPING CONNECTIONS

- A. Connect to utility's gas main according to utility's procedures and requirements.
- B. Install natural-gas piping electrically continuous, and bonded to gas-appliance equipment grounding conductor of the circuit powering the appliance in accordance with NFPA 70.
- C. Where installing piping adjacent to appliances, allow space for service and maintenance of appliances.
- D. Connect piping to appliances using manual gas shutoff valves and unions. Install valve within 72 inches of each gas-fired appliance and equipment. Install union between valve and appliances or equipment.

### 3.8 LABELING AND IDENTIFICATION

- A. Comply with requirements in Section 23 05 53 "Identification for HVAC Piping and Equipment" for piping and valve identification.
- B. Paint all gas piping yellow per the city of Rockford's amendment to the International Fuel Gas Code.

### 3.9 FIELD QUALITY CONTROL

- A. Tests and Inspections:
  - 1. Test, inspect, and purge natural gas in accordance with NFPA 54, the International Fuel Gas Code, and authorities having jurisdiction.

2. Natural-gas piping will be considered defective if it does not pass tests and inspections.

- B. Prepare test and inspection reports.

### 3.10 PIPING SCHEDULE FOR SYSTEM PRESSURES LESS THAN 0.5 PSIG

- A. Aboveground, piping NPS 1-1/2 and smaller is to be the following:

1. Steel pipe with malleable-iron fittings and threaded joints.

- B. Aboveground, piping NPS 1-1/2 and larger is to be the following:

1. Steel pipe with steel welding fittings and welded joints.

### 3.11 PIPING SCHEDULE FOR SYSTEM PRESSURES MORE THAN 0.5 PSIG AND LESS THAN 5 PSIG

- A. Aboveground, branch piping NPS 1-1/2 and smaller is to be the following:

1. Steel pipe with steel welding fittings and welded joints.

- B. Aboveground, branch piping NPS 2 and larger is to be the following:

1. Steel pipe with steel welding fittings and welded joints.

### 3.12 MANUAL GAS SHUTOFF VALVE SCHEDULE

- A. Distribution piping valves for pipe sizes NPS 2 and smaller are to be the following:

1. Two-piece, full, bronze ball valves with bronze trim.
2. Bronze plug valve.

- B. Distribution piping valves for pipe sizes NPS 2-1/2 and larger are to be the following:

1. Cast-iron, nonlubricated plug valve.

**END OF SECTION 23 11 23**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section Includes:
  - 1. Copper tube and fittings.
  - 2. Steel pipe and fittings.
  - 3. Joining materials.
  - 4. Dielectric fittings.

**1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of the following:
  - 1. Pipe and tube.
  - 2. Fittings.
  - 3. Joining materials.
  - 4. Transition fittings.

**1.4 QUALITY ASSURANCE**

- A. Installer Qualifications:
  - 1. Installers of Pressure-Sealed Joints: Installers shall be certified by pressure-seal joint manufacturer as having been trained and qualified to join piping with pressure-seal pipe couplings and fittings.
- B. Pipe Welding: Qualify procedures and operators according to ASME Boiler and Pressure Vessel Code: Section IX.
  - 1. Comply with ASME B31.9, "Building Services Piping," for materials, products, and installation.
  - 2. Certify that each welder has passed AWS qualification tests for welding processes involved and that certification is current.

## **PART 2 - PRODUCTS**

### **2.1 PERFORMANCE REQUIREMENTS**

- A. Hydronic piping components and installation shall be capable of withstanding the following minimum working pressure and temperature unless otherwise indicated:
  - 1. Hot-Water Heating Piping: 100 psig at 200 deg F.
  - 2. Drain Piping: 180 deg F.
  - 3. Safety-Valve-Inlet and -Outlet Piping: Equal to the pressure of the piping system to which it is attached.

### **2.2 COPPER TUBE AND FITTINGS**

- A. Drawn-Temper Copper Tube: ASTM B88, Type L.
- B. Annealed-Temper Copper Tube: ASTM B88, Type L.
- C. DWV Copper Tube: ASTM B306, Type DWV.
- D. Cast-Copper, Solder-Joint Fittings: ASME B16.18, pressure fittings.
- E. Wrought-Copper, Solder-Joint Fittings: ASME B16.22, pressure fittings.
- F. Cast Copper Unions: MSS SP-123, cast-copper-alloy, hexagonal-stock body, with ball-and-socket, metal-to-metal seating surfaces and solder-joint or threaded ends.
- G. Wrought Copper Unions: ASME B16.22.

### **2.3 STEEL PIPE AND FITTINGS**

- A. Steel Pipe: ASTM A53/A53M, black steel with plain ends; welded and seamless, Grade B, and wall thickness as indicated in "Piping Applications" Article.
- B. Cast-Iron Threaded Fittings: ASME B16.4; Classes 125 and 250 as indicated in "Piping Applications" Article.
- C. Malleable-Iron Threaded Fittings: ASME B16.3, Classes 150 and 300 as indicated in "Piping Applications" Article.
- D. Malleable-Iron Unions: ASME B16.39; Classes 150, 250, and 300 as indicated in "Piping Applications" Article.
- E. Cast-Iron Pipe Flanges and Flanged Fittings: ASME B16.1, Classes 25, 125, and 250; raised ground face, and bolt holes spot faced as indicated in "Piping Applications" Article.
- F. Wrought-Steel Fittings: ASTM A234/A234M, wall thickness to match adjoining pipe.
- G. Wrought Cast- and Forged-Steel Flanges and Flanged Fittings: ASME B16.5, including bolts, nuts, and gaskets of the following material group, end connections, and facings:
  - 1. Material Group: 1.1.
  - 2. End Connections: Butt welding.

3. Facings: Raised face.

H. Plain-End Mechanical-Joint Couplings:

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

- a. Anvil International/Smith-Cooper International; Tailwind Capital, LLC.
- b. Shurjoint; a part of Aalberts Integrated piping Systems.
- c. Victaulic Company.

2. Housing: ASTM A536 Grade 65-45-12 segmented ductile iron or type 304 stainless steel.
3. Housing coating: None.
4. Gasket: EPDM.
5. Sealing Mechanism: Double-lip sealing system or carbon steel case-hardened jaws.
6. Bolts, hex nuts, washers, or lock bars based on manufacturer's design.
7. Minimum Pressure Rating: Equal to that of the joined pipes.

- I. Steel Pipe Nipples: ASTM A733, made of same materials and wall thicknesses as pipe in which they are installed.

## 2.4 JOINING MATERIALS

- A. Pipe-Flange Gasket Materials: Suitable for chemical and thermal conditions of piping system contents.

1. ASME B16.21, nonmetallic, flat, asbestos free, 1/8-inch maximum thickness unless otherwise indicated.
  - a. Full-Face Type: For flat-face, Class 125, cast-iron and cast-bronze flanges.
  - b. Narrow-Face Type: For raised-face, Class 250, cast-iron and steel flanges.

- B. Flange Bolts and Nuts: ASME B18.2.1, carbon steel, unless otherwise indicated.

- C. Plastic, Pipe-Flange Gasket, Bolts, and Nuts: Type and material recommended by piping system manufacturer unless otherwise indicated.

- D. Solder Filler Metals: ASTM B32, lead-free alloys. Include water-flushable flux according to ASTM B813.

- E. Brazing Filler Metals: AWS A5.8/A5.8M, BCuP Series, copper-phosphorus alloys for joining copper with copper; or BAg-1, silver alloy for joining copper with bronze or steel.

- F. Welding Filler Metals: Comply with AWS D10.12M/D10.12 for welding materials appropriate for wall thickness and chemical analysis of steel pipe being welded.

## 2.5 DIELECTRIC FITTINGS

- A. General Requirements: Assembly of copper alloy and ferrous materials with separating nonconductive insulating material. Include end connections compatible with pipes to be joined.

- B. Dielectric Unions:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. A.Y. McDonald Mfg. Co.
    - b. HART Industrial Unions, LLC.
    - c. Jomar Valve.
    - d. Watts Water Technologies; a Watts company.
    - e. Wilkins.
  2. Description:
    - a. Standard: ASSE 1079.
    - b. Pressure Rating: 150 psig minimum at 200 deg F.
    - c. End Connections: Solder-joint copper alloy and threaded ferrous.
- C. Dielectric Flanges:
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. GF Piping Systems: Georg Fischer LLC.
    - b. Watts Water Technologies; a Watts company.
    - c. Wilkins.
    - d. Zurn Industries, LLC.
  2. Description:
    - a. Standard: ASSE 1079.
    - b. Factory-fabricated, bolted, companion-flange assembly.
    - c. Pressure Rating: 150 psig minimum at 200 deg F.
    - d. End Connections: Solder-joint copper alloy and threaded ferrous; threaded solder-joint copper alloy and threaded ferrous.

## **PART 3 - EXECUTION**

### **3.1 PIPING APPLICATIONS**

- A. Hot-water heating piping, aboveground, NPS 2 and smaller, shall be the following:
  1. Type L, drawn-temper copper tubing, wrought-copper fittings, and soldered joints.
- B. Hot-water heating piping, aboveground, NPS 2-1/2 and larger, shall be the following:
  1. Schedule 40 steel pipe, wrought-steel fittings and wrought-cast or forged-steel flanges and flange fittings, and welded and flanged joints.
- C. Drain Piping: Same materials and joining methods as for piping specified for the service in which blowdown drain is installed.
- D. Safety-Valve-Inlet and -Outlet Piping for Hot-Water Piping: Same materials and joining methods as for piping specified for the service in which safety valve is installed according to piping manufacturer's written instructions.

### 3.2 INSTALLATION OF PIPING

- A. Drawing plans, schematics, and diagrams indicate general location and arrangement of piping systems. Indicated locations and arrangements are used to size pipe and calculate friction loss, expansion, and other design considerations.
- B. Install piping in concealed locations unless otherwise indicated and except in equipment rooms and service areas.
- C. Install piping indicated to be exposed and piping in equipment rooms and service areas at right angles or parallel to building walls. Diagonal runs are prohibited unless specifically indicated otherwise.
- D. Install piping above accessible ceilings to allow sufficient space for ceiling panel removal.
- E. Install piping to permit valve servicing.
- F. Install piping at slopes to allow draining.
- G. Install piping free of sags and bends.
- H. Install fittings for changes in direction and branch connections.
- I. Install piping to allow application of insulation.
- J. Select system components with pressure rating equal to or greater than system operating pressure.
- K. Install groups of pipes parallel to each other, spaced to permit applying insulation and servicing of valves.
- L. Install drains, consisting of a tee fitting, NPS 3/4 ball valve, and short NPS 3/4 threaded nipple with cap, at low points in piping system mains and elsewhere as required for system drainage.
- M. Install piping at a uniform grade of 0.2 percent upward in direction of flow.
- N. Reduce pipe sizes using eccentric reducer fitting installed with level side up.
- O. Install branch connections to mains using mechanically formed tee fittings in main pipe, with the branch connected to the bottom of the main pipe. For up-feed risers, connect the branch to the top of the main pipe.
- P. Install valves according to the following:
  - 1. Section 23 05 23 "Ball Valves for HVAC Piping."
- Q. Install unions in piping, NPS 2 and smaller, adjacent to valves, at final connections of equipment, and elsewhere as indicated.
- R. Install flanges in piping, NPS 2-1/2 and larger, at final connections of equipment and elsewhere as indicated.
- S. Install shutoff valve immediately upstream of each dielectric fitting.



- T. Comply with requirements in Section 23 05 53 "Identification for HVAC Piping and Equipment" for identifying piping.
- U. Install sleeves for piping penetrations of walls, ceilings, and floors. Comply with requirements for sleeves specified in Section 23 05 17 "Sleeves and Sleeve Seals for HVAC Piping."
- V. Install sleeve seals for piping penetrations of concrete walls and slabs. Comply with requirements for sleeve seals specified in Section 23 05 17 "Sleeves and Sleeve Seals for HVAC Piping."
- W. Install escutcheons for piping penetrations of walls, ceilings, and floors. Comply with requirements for escutcheons specified in Section 23 05 18 "Escutcheons for HVAC Piping."

### 3.3 JOINT CONSTRUCTION

- A. Ream ends of pipes and tubes and remove burrs. Bevel plain ends of steel pipe.
- B. Remove scale, slag, dirt, and debris from inside and outside of pipe and fittings before assembly.
- C. Soldered Joints: Apply ASTM B813, water-flushable flux, unless otherwise indicated, to tube end. Construct joints according to ASTM B828 or CDA's "Copper Tube Handbook," using lead-free solder alloy complying with ASTM B32.
- D. Brazed Joints: Construct joints according to AWS's "Brazing Handbook," "Pipe and Tube" Chapter, using copper-phosphorus brazing filler metal complying with AWS A5.8/A5.8M.
- E. Threaded Joints: Thread pipe with tapered pipe threads according to ASME B1.20.1. Cut threads full and clean using sharp dies. Ream threaded pipe ends to remove burrs and restore full ID. Join pipe fittings and valves as follows:
  - 1. Apply appropriate tape or thread compound to external pipe threads unless dry seal threading is specified.
  - 2. Damaged Threads: Do not use pipe or pipe fittings with threads that are corroded or damaged. Do not use pipe sections that have cracked or open welds.
- F. Welded Joints: Construct joints according to AWS D10.12M/D10.12, using qualified processes and welding operators according to "Quality Assurance" Article.
- G. Flanged Joints: Select appropriate gasket material, size, type, and thickness for service application. Install gasket concentrically positioned. Use suitable lubricants on bolt threads.

### 3.4 INSTALLATION OF DIELECTRIC FITTINGS

- A. Install dielectric fittings in piping at connections of dissimilar metal piping and tubing.
- B. Dielectric Fittings for NPS 2 and Smaller: Use dielectric unions.
- C. Dielectric Fittings for NPS 2-1/2 to NPS 4: Use dielectric flanges.
- D. Dielectric Fittings for NPS 5 and Larger: Use dielectric flange kits.

### 3.5 INSTALLATION OF HANGERS AND SUPPORTS

- A. Comply with requirements in Section 23 05 29 "Hangers and Supports for HVAC Piping and Equipment" for hangers, supports, and anchor devices.
- B. Install hangers for copper tubing and steel piping, with maximum horizontal spacing and minimum rod diameters, to comply with MSS-58, locally enforced codes, and authorities having jurisdiction requirements, whichever are most stringent.
- C. Support horizontal piping within 12 inches of each fitting and coupling.
- D. Support vertical runs of copper tubing and steel piping to comply with MSS-58, locally enforced codes, and authorities having jurisdiction requirements, whichever are most stringent.

### 3.6 TERMINAL EQUIPMENT CONNECTIONS

- A. Sizes for supply and return piping connections shall be the same as or larger than equipment connections.
- B. Install control valves in accessible locations close to connected equipment.
- C. Install bypass piping with globe valve around control valve. If parallel control valves are installed, only one bypass is required.

### 3.7 IDENTIFICATION

- A. Identify system components. Comply with requirements for identification materials and installation in Section 23 05 53 "Identification for HVAC Piping and Equipment."

### 3.8 FIELD QUALITY CONTROL

- A. Prepare hydronic piping according to ASME B31.9 and as follows:
  - 1. Leave joints, including welds, uninsulated and exposed for examination during test.
  - 2. Provide temporary restraints for expansion joints that cannot sustain reactions due to test pressure. If temporary restraints are impractical, isolate expansion joints from testing.
  - 3. Flush hydronic piping systems with clean water; then remove and clean or replace strainer screens.
  - 4. Isolate equipment from piping. If a valve is used to isolate equipment, its closure shall be capable of sealing against test pressure without damage to valve. Install blinds in flanged joints to isolate equipment.
  - 5. Install safety valve, set at a pressure no more than one-third higher than test pressure, to protect against damage by expanding liquid or other source of overpressure during test.
- B. Perform the following tests on hydronic piping:
  - 1. Use ambient temperature water as a testing medium unless there is risk of damage due to freezing. Another liquid that is safe for workers and compatible with piping may be used.
  - 2. While filling system, use vents installed at high points of system to release air. Use drains installed at low points for complete draining of test liquid.
  - 3. Isolate expansion tanks and determine that hydronic system is full of water.

4. Subject piping system to hydrostatic test pressure that is not less than 1.5 times the system's working pressure. Test pressure shall not exceed maximum pressure for any vessel, pump, valve, or other component in system under test. Verify that stress due to pressure at bottom of vertical runs does not exceed 90 percent of specified minimum yield strength or 1.7 times the "SE" value in Appendix A in ASME B31.9, "Building Services Piping."
  5. After hydrostatic test pressure has been applied for at least 10 minutes, examine piping, joints, and connections for leakage. Eliminate leaks by tightening, repairing, or replacing components, and repeat hydrostatic test until there are no leaks.
  6. Prepare written report of testing.
- C. Perform the following before operating the system:
1. Open manual valves fully.
  2. Inspect pumps for proper rotation.
  3. Set makeup pressure-reducing valves for required system pressure.
  4. Inspect air vents at high points of system and determine if all are installed and operating freely (automatic type), or bleed air completely (manual type).
  5. Set temperature controls so all coils are calling for full flow.
  6. Inspect and set operating temperatures of hydronic equipment, such as boilers, chillers, cooling towers, to specified values.
  7. Verify lubrication of motors and bearings.

## **END OF SECTION 23 21 13**

DIVISION 23 – MECHANICAL  
**SECTION 23 21 16**  
**HYDRONIC PIPING SPECIALTIES**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section Includes:
  - 1. Hydronic specialty valves.
  - 2. Air Vents.
  - 3. Strainers.
- B. Related Requirements:
  - 1. Section 23 05 23 "Ball Valves for HVAC Piping" for specification and installation requirements for ball valves common to most piping systems.
  - 2. Section 23 09 24 "Control Valves" for automatic control valve and sensor specifications, installation requirements, and locations.

**1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of product:
  - 1. Include construction details and material descriptions for hydronic piping specialties.
  - 2. Include rated capacities, operating characteristics, and furnished specialties and accessories.
  - 3. Include flow and pressure drop curves based on manufacturer's testing for calibrated-orifice balancing valves and automatic flow-control valves.

**1.4 CLOSEOUT SUBMITTALS**

- A. Operation and Maintenance Data: For hydronic piping specialties to include in emergency, operation, and maintenance manuals.

**1.5 QUALITY ASSURANCE**

- A. Pipe Welding: Qualify procedures and operators in accordance with ASME BPVC, Section IX.

## **PART 2 - PRODUCTS**

### **2.1 HYDRONIC SPECIALTY VALVES**

#### **A. Bronze, Calibrated-Orifice, Balancing Valves:**

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Apollo Valves; a part of Aalberts Integrated Piping Systems.
  - b. Bell & Gossett; a Xylem brand.
  - c. NIBCO INC.
  - d. Taco Comfort Solutions.
  - e. Watts Water Technologies; a Watts company.
2. Body: Bronze, ball or plug type with calibrated orifice or venturi.
3. Ball: Brass or stainless steel.
4. Plug: Resin.
5. Seat: PTFE.
6. End Connections: Threaded or socket.
7. Pressure Gauge Connections: Integral seals for portable differential pressure meter.
8. Handle Style: Lever, with memory stop to retain set position.
9. CWP Rating: Minimum 125 psig.
10. Maximum Operating Temperature: 250 deg F.

#### **B. Cast-Iron or Steel, Calibrated-Orifice, Balancing Valves:**

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Apollo Valves; a part of Aalberts Integrated Piping Systems.
  - b. Bell & Gossett; a Xylem brand.
  - c. NIBCO INC.
  - d. Watts Water Technologies; a Watts company.
2. Body: Cast-iron or steel body, ball, butterfly, plug, or globe pattern with calibrated orifice or venturi.
3. Ball: Brass or stainless steel.
4. Stem Seals: EPDM O-rings.
5. Disc: Glass- and carbon-filled PTFE.
6. Seat: PTFE.
7. End Connections: Flanged or grooved.
8. Pressure Gauge Connections: Integral seals for portable differential pressure meter.
9. Handle Style: Lever, with memory stop to retain set position.
10. CWP Rating: Minimum 125 psig.
11. Maximum Operating Temperature: 250 deg F.

### **2.2 AIR VENTS**

#### **A. Manual Air Vents:**

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

- a. Bell & Gossett; a Xylem brand.
  - b. Taco Comfort Solutions.
  - c. Watts Water Technologies; a Watts company.
- 2. Body: Bronze.
- 3. Internal Parts: Nonferrous.
- 4. Operator: Screwdriver or thumbscrew.
- 5. Inlet Connection: NPS 1/2.
- 6. Discharge Connection: NPS 1/8.
- 7. CWP Rating: 150 psig.
- 8. Maximum Operating Temperature: 225 deg F.

## 2.3 STRAINERS

### A. Y-Pattern Strainers:

- 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Victaulic Company.
  - b. Watts Water Technologies; a Watts company.
  - c. Zurn Industries, LLC.
- 2. Body: ASTM A126, Class B, cast iron with bolted cover and bottom drain connection.
- 3. End Connections: Threaded ends for NPS 2 and smaller; flanged ends for NPS 2-1/2 and larger.
- 4. Strainer Screen: Stainless steel, 40-mesh strainer, or perforated stainless steel basket.
- 5. CWP Rating: 125 psig.

## **PART 3 - EXECUTION**

### 3.1 EXAMINATION

- A. Examine all piping specialties for cleanliness, freedom from foreign matter, and corrosion. Remove special packing materials, such as blocks, used to prevent disc movement during shipping and handling.
- B. Examine threads on all devices for form and cleanliness.
- C. Examine mating flange faces for conditions that might cause leakage. Check bolting for proper size, length, and material. Verify that gasket is of proper size, that its material composition is suitable for service, and that it is free from defects and damage.
- D. Do not attempt to repair defective piping specialties; replace with new devices. Remove defective piping specialties from site.

### 3.2 INSTALLATION OF VALVES

- A. Install calibrated-orifice balancing valve at the end of return main to supply main.
- B. Install calibrated-orifice balancing valve at each branch connection to return main.

- C. Install calibrated-orifice, balancing valve in the return pipe of each heating or cooling terminal.

### 3.3 HYDRONIC SPECIALTIES INSTALLATION

- A. Install manual air vents at high points in piping, at heat-transfer coils, and elsewhere as required for system air venting.

**END OF SECTION 23 21 16**

## **PART 1 - GENERAL**

### **1.1 RELATED DOCUMENTS**

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

### **1.2 SUMMARY**

- A. Section Includes:
  - 1. Close-coupled, base mounted, end-suction centrifugal pumps.

### **1.3 DEFINITIONS**

- A. ECM: Electronically commutated motor.
- B. EPDM: Ethylene propylene diene monomer.
- C. EPR: Ethylene propylene rubber.
- D. FKM: Fluoroelastomer polymer.
- E. HI: Hydraulic Institute.
- F. NBR: Nitrile rubber or Buna-N.

### **1.4 ACTION SUBMITTALS**

- A. Product Data: For each type of pump.
  - 1. Include certified performance curves and rated capacities, operating characteristics, furnished specialties, final impeller dimensions, and accessories for each type of product indicated.
  - 2. Indicate pump's operating point on curves.
- B. Shop Drawings: For each pump.
  - 1. Show pump layout and connections.
  - 2. Include setting drawings with templates for installing foundation and anchor bolts and other anchorages.
  - 3. Include diagrams for power, signal, and control wiring.



## 1.5 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For pumps to include in emergency, operation, and maintenance manuals.
- B. Startup service reports.

## 1.6 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
  - 1. Mechanical Seals: One set of mechanical seal(s) for each pump.

## 1.7 WARRANTY

- A. Warranty: Manufacturer agrees to repair or replace components of pumps that fail in materials or workmanship within specified warranty period.
  - 1. Warranty Period: One year from date of Substantial Completion.

# **PART 2 - PRODUCTS**

## 2.1 PERFORMANCE REQUIREMENTS

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

## 2.2 CLOSE-COUPLED, BASE MOUNTED, END-SUCTION CENTRIFUGAL PUMPS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Bell & Gossett, a Xylem Company (Basis of Design).
  - 2. Grundfos Pumps Corporation.
- B. Capacities and Characteristics:
  - 1. See Equipment Schedule on Project Drawings.
- C. Source Limitations: Obtain pumps from single source from single manufacturer.
- D. Description: Factory-assembled and -tested, centrifugal, overhung-impeller, close-coupled, end-suction pump as defined in HI 1.1-1.2 and HI 1.3; designed for installation with pump and motor shafts mounted horizontally.
- E. Pump Construction:
  - 1. Casing: Radially split, cast iron, with drain plug at bottom and air vent at top of volute, threaded gauge tapings at inlet and outlet, and flanged connections.

2. Impeller: ASTM B584, cast bronze; statically and dynamically balanced, keyed to shaft, and secured with a locking cap screw. For constant-speed pumps, trim impeller to match specified performance.
  3. Pump Shaft Sleeve: Type 304 stainless steel.
  4. Seal: Mechanical seal consisting of carbon rotating ring against a ceramic seat held by a stainless steel spring, and NBR or EPDM bellows and gasket. Include water slinger on shaft between motor and seal.
- F. Motor: Inverter Duty. Comply with NEMA designation, temperature rating, service factor, and efficiency requirements for motors specified in Section 23 05 13 "Common Motor Requirements for HVAC Equipment."
1. Enclosure: Open drip proof.
  2. NEMA Premium Efficient motors as defined in NEMA MG 1.
  3. Motor Sizes: Minimum size as indicated. If not indicated, large enough so driven load will not require motor to operate in service factor range above 1.0.
  4. Controllers, Electrical Devices, and Wiring: Comply with requirements for electrical devices and connections specified in electrical Sections.
- G. DDC Controls: Refer to Section 23 09 23 "Direct Digital Control (DDC) System for HVAC", Section 23 09 93 "Sequence of Operations for HVAC DDC", and project drawings for controls requirements.
1. All controls (controllers, valves, actuators, sensors, wiring, transformers, relays, programming, graphics, etc.) shall be provide and installed by controls contractor.

## 2.3 PUMP SPECIALTY FITTINGS

- A. Suction Diffuser:
1. Angle pattern.
  2. 175-psig pressure rating, cast-iron body and end cap, pump-inlet fitting.
  3. Bronze 16-mesh wire startup and Type 304 stainless steel permanent strainers with 3/16-inch.
  4. Type 304 stainless steel straightening vanes.
  5. Drain plug.
  6. Factory-fabricated support.
- B. Triple-Duty Valve:
1. Angle or straight pattern.
  2. 175-psig pressure rating, ductile-iron body, pump-discharge fitting.
  3. Valve with multi-turn stem and memory stop to allow valve to be returned to its original position after shutoff.
  4. Brass valve disc with EPDM rubber seat.
  5. Type 304 stainless steel valve stem.
  6. Drain plug and bronze-fitted shutoff, balancing, and check valve features.
  7. Brass gauge ports with integral check valve and orifice for flow measurement.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Examine equipment foundations and anchor-bolt locations for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Examine roughing-in for piping systems to verify actual locations of piping connections before pump installation.
- C. Examine foundations and inertia bases for suitable conditions where pumps will be installed.
- D. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.2 PUMP INSTALLATION**

- A. Comply with ANSI HI 1.4 and HI 2.4.
- B. Install pumps to provide access for periodic maintenance including removing motors, impellers, couplings, and accessories.
- C. Independently support pumps and piping so weight of piping is not supported by pumps and weight of pumps is not supported by piping.
- D. Equipment Mounting:
  - 1. Install base-mounted pumps on cast-in-place concrete equipment bases. Comply with requirements for equipment bases and foundations specified in Section 03 30 00 "Cast-in-Place Concrete."
  - 2. Comply with requirements for vibration isolation devices specified in Section 23 05 48.13 "Vibration Controls for HVAC."
- E. Equipment Mounting: Install in-line pumps with continuous-thread hanger rods and elastomeric hangers of size required to support weight of in-line pumps.
  - 1. Comply with requirements for seismic-restraint devices specified in Section 23 05 48 "Vibration and Seismic Controls for HVAC."
  - 2. Comply with requirements for hangers and supports specified in Section 23 05 29 "Hangers and Supports for HVAC Piping and Equipment."

### **3.3 ALIGNMENT**

- A. Perform alignment service. When required by manufacturer to maintain warranty coverage, engage a factory-authorized service representative to perform it.
- B. Comply with requirements in HI standards for alignment of pump and motor shaft. Add shims to the motor feet and bolt motor to base frame. Do not use grout between motor feet and base frame.
- C. Comply with pump and coupling manufacturers' written instructions.

- D. After alignment is correct, tighten foundation bolts evenly but not too firmly. Completely fill baseplate with nonshrink, nonmetallic grout while metal blocks and shims or wedges are in place. After grout has cured, fully tighten foundation bolts.

### 3.4 PIPING CONNECTIONS

- A. Comply with requirements for piping specified in Section 23 22 13 "Hydronic Piping" and Section 23 22 16 "Hydronic Piping Specialties." Drawings indicate general arrangement of piping, fittings, and specialties.
- B. Where installing piping adjacent to pump, allow space for service and maintenance.
- C. Connect piping to pumps. Install valves that are same size as piping connected to pumps.
- D. Install suction and discharge pipe sizes equal to or greater than diameter of pump nozzles.
- E. Install check and shutoff valve on discharge side of pumps.
- F. Install Y-type strainer and triple duty valve on suction side of pumps.
  - 1. Use startup strainer for initial system startup. Install permanent strainer element before turnover of system to Owner.
- G. Install stainless steel flexible connectors on suction and discharge sides of base-mounted pumps between pump casing and valves.
- H. Install pressure gauges on pump suction and discharge or at integral pressure-gauge tapping.
- I. Install temperature gauges on pump discharge.

### 3.5 ELECTRICAL CONNECTIONS

- A. Connect wiring in accordance with Section 26 05 19 "Low-Voltage Electrical Power Conductors and Cables."
- B. Ground equipment in accordance with Section 26 05 26 "Grounding and Bonding for Electrical Systems."
- C. Install electrical devices furnished by manufacturer, but not factory mounted, in accordance with NFPA 70 and NECA 1.
- D. Install nameplate for each electrical connection, indicating electrical equipment designation and circuit number feeding connection.
  - 1. Nameplate shall be laminated acrylic or melamine plastic signs, as specified in Section 26 05 53 "Identification for Electrical Systems."
  - 2. Nameplate shall be laminated acrylic or melamine plastic signs with a black background and engraved white letters at least 1/2 inch high.

### 3.6 CONTROL CONNECTIONS

- A. Install control and electrical power wiring to field-mounted control devices.

- B. Connect control wiring in accordance with Section 26 05 23 "Control-Voltage Electrical Power Cables."

### 3.7 SYSTEM STARTUP

- A. Perform startup service.
  - 1. Complete installation and startup checks in accordance with manufacturer's written instructions.
  - 2. Check piping connections for tightness.
  - 3. Clean strainers on suction piping. Use startup strainer for initial startup.
  - 4. Perform the following startup checks for each pump before starting:
    - a. Verify bearing lubrication.
    - b. Verify that pump is free to rotate by hand and that pump for handling hot liquid is free to rotate with pump hot and cold. If pump is bound or drags, do not operate until cause of trouble is determined and corrected.
    - c. Verify that pump is rotating in correct direction.
  - 5. Prime pump by opening suction valves and closing drains, and prepare pump for operation.
  - 6. Start motor.
  - 7. Open discharge valve slowly.

### 3.8 FIELD QUALITY CONTROL

- A. Perform tests and inspections with the assistance of a factory-authorized service representative.
- B. Hydronic pumps will be considered defective if they do not pass tests and inspections.
- C. Prepare test and inspection reports.

### 3.9 ADJUSTING

- A. Comply with requirements in Section 23 05 93 "Testing, Adjusting, and Balancing for HVAC" for testing, adjusting, and balancing procedures.

### 3.10 CLEANING

- A. Clean as recommended by manufacturer. Do not use material or methods which may damage finish surface or surrounding construction.

### 3.11 DEMONSTRATION

- A. Train Owner's maintenance personnel to adjust, operate, and maintain hydronic pumps.

**END OF SECTION 23 21 23**

## **PART 1 - GENERAL**

### **1.1 RELATED DOCUMENTS**

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

### **1.2 SUMMARY**

- A. Section Includes:
  - 1. Single-wall rectangular ducts and fittings.
  - 2. Single-wall round ducts and fittings.
  - 3. Sheet metal materials.
  - 4. Sealants and gaskets.
  - 5. Hangers and supports.
- B. Related Sections:
  - 1. Section 23 05 93 "Testing, Adjusting, and Balancing for HVAC" for testing, adjusting, and balancing requirements for metal ducts.
  - 2. Section 23 33 00 "Air Duct Accessories" for dampers, sound-control devices, duct-mounting access doors and panels, turning vanes, and flexible ducts.

### **1.3 PERFORMANCE REQUIREMENTS**

- A. Structural Performance: Duct hangers and supports shall withstand the effects of gravity loads and stresses within limits and under conditions described in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible".
- B. Airstream Surfaces: Surfaces in contact with the airstream shall comply with requirements in ASHRAE 62.1.
- C. ASHRAE Compliance: Applicable requirements in ASHRAE 62.1, Section 5 - "Systems and Equipment," and Section 7 - "Construction and System Startup."
- D. ASHRAE/IES Compliance: Applicable requirements in ASHRAE/IES 90.1, Section 6.4.4 - "HVAC System Construction and Insulation."
- E. Duct Dimensions: Unless otherwise indicated, all duct dimensions indicated on Drawings are inside clear dimensions and do not include insulation or duct wall thickness.

### **1.4 ACTION SUBMITTALS**

- A. Product Data: For each type of the following products:

1. Ducts.
2. Hangers and supports.

## 1.5 QUALITY ASSURANCE

- A. Welding Qualifications: Qualify procedures and personnel according to the following:
1. AWS D1.1/D1.1M, "Structural Welding Code - Steel," for hangers and supports.
  2. AWS D9.1M/D9.1, "Sheet Metal Welding Code," for duct joint and seam welding.

## 1.6 PERFORMANCE REQUIREMENTS

- A. Airstream Surfaces: Surfaces in contact with airstream comply with requirements in ASHRAE 62.1.
- B. ASHRAE Compliance: Applicable requirements in ASHRAE 62.1, Section 5 - "Systems and Equipment" and Section 7 - "Construction and System Start-up."
- C. ASHRAE/IES Compliance: Applicable requirements in ASHRAE/IES 90.1, Section 6.4.4 - "HVAC System Construction and Insulation."
- D. Duct Dimensions: Unless otherwise indicated, all duct dimensions indicated on Drawings are inside clear dimensions and do not include insulation or duct wall thickness.

# PART 2 - PRODUCTS

## 2.1 SINGLE-WALL RECTANGULAR DUCTS AND FITTINGS

- A. General Fabrication Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" based on indicated static-pressure class unless otherwise indicated.
1. Construct ducts of galvanized sheet steel unless otherwise indicated.
- B. Transverse Joints: Select joint types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-1, "Rectangular Duct/Transverse Joints," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
- C. Longitudinal Seams: Select seam types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-2, "Rectangular Duct/Longitudinal Seams," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
- D. Elbows, Transitions, Offsets, Branch Connections, and Other Duct Construction: Select types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 4, "Fittings and Other Construction," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."

## 2.2 SINGLE-WALL ROUND DUCTS AND FITTINGS

- A. General Fabrication Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 3, "Round, Oval, and Flexible Duct," based on indicated static-pressure class unless otherwise indicated.
  - 1. Construct ducts of galvanized sheet steel unless otherwise indicated.
  - 2. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
    - a. Ductmate Industries, Inc.
    - b. Linx Industries (formerly Lindab).
    - c. McGill AirFlow LLC.
- B. Transverse Joints: Select joint types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-1, "Round Duct Transverse Joints," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
  - 1. Transverse Joints in Ducts Larger Than 60 Inches in Diameter: Flanged.
- C. Longitudinal Seams: Select seam types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-2, "Round Duct Longitudinal Seams," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
  - 1. Fabricate round ducts larger than 90 inches in diameter with butt-welded longitudinal seams.
- D. Tees and Laterals: Select types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-5, "90 Degree Tees and Laterals," and Figure 3-6, "Conical Tees," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."

## 2.3 SHEET METAL MATERIALS

- A. General Material Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for acceptable materials, material thicknesses, and duct construction methods unless otherwise indicated. Sheet metal materials shall be free of pitting, seam marks, roller marks, stains, discolorations, and other imperfections.
- B. Galvanized Sheet Steel: Comply with ASTM A 653/A 653M.
  - 1. Galvanized Coating Designation: G60.
  - 2. Finishes for Surfaces Exposed to View: Mill phosphatized.
- C. Aluminum Sheets: Comply with ASTM B209 Alloy 3003, H14 temper; with mill finish for concealed ducts, and standard, one-side bright finish for duct surfaces exposed to view.
- D. Factory- or Shop-Applied Antimicrobial Coating:



1. Apply to the surface of sheet metal that will form the interior surface of the duct. An untreated clear coating shall be applied to the exterior surface.
  2. Antimicrobial compound shall be tested for efficacy by an NRTL and registered by the EPA for use in HVAC systems.
  3. Coating containing the antimicrobial compound shall have a hardness of 2H, minimum, when tested according to ASTM D 3363.
  4. Surface-Burning Characteristics: Maximum flame-spread index of 25 and maximum smoke-developed index of 50 when tested according to UL 723; certified by an NRTL.
  5. Shop-Applied Coating Color: Black.
  6. Antimicrobial coating on sheet metal is not required for duct containing liner treated with antimicrobial coating.
- E. Reinforcement Shapes and Plates: ASTM A 36/A 36M, steel plates, shapes, and bars; black and galvanized.
1. Where black- and galvanized-steel shapes and plates are used to reinforce aluminum ducts, isolate the different metals with butyl rubber, neoprene, or EPDM gasket materials.
- F. Tie Rods: Galvanized steel, 1/4-inch minimum diameter for lengths 36 inches or less; 3/8-inch minimum diameter for lengths longer than 36 inches.

## 2.4 SEALANT AND GASKETS

- A. General Sealant and Gasket Requirements: Surface-burning characteristics for sealants and gaskets shall be a maximum flame-spread index of 25 and a maximum smoke-developed index of 50 when tested according to UL 723; certified by an NRTL.
- B. Two-Part Tape Sealing System:
1. Tape: Woven cotton fiber impregnated with mineral gypsum and modified acrylic/silicone activator to react exothermically with tape to form hard, durable, airtight seal.
  2. Tape Width: 3 inches.
  3. Sealant: Modified styrene acrylic.
  4. Water resistant.
  5. Mold and mildew resistant.
  6. Maximum Static-Pressure Class: 10-inch wg, positive and negative.
  7. Service: Indoor and outdoor.
  8. Service Temperature: Minus 40 to plus 200 deg F.
  9. Substrate: Compatible with galvanized sheet steel (both PVC coated and bare), stainless steel, or aluminum.
  10. Sealant shall have a VOC content of 420 g/L or less.
- C. Water-Based Joint and Seam Sealant:
1. Application Method: Brush on.
  2. Solids Content: Minimum 65 percent.
  3. Shore A Hardness: Minimum 20.
  4. Water resistant.
  5. Mold and mildew resistant.
  6. VOC: Maximum 75 g/L (less water).
  7. Maximum Static-Pressure Class: 10-inch wg, positive and negative.
  8. Service: Indoor or outdoor.
  9. Substrate: Compatible with galvanized sheet steel (both PVC coated and bare), stainless steel, or aluminum sheets.

- D. Flanged Joint Sealant: Comply with ASTM C 920.
  - 1. General: Single-component, acid-curing, silicone, elastomeric.
  - 2. Type: S.
  - 3. Grade: NS.
  - 4. Class: 25.
  - 5. Use: O.
  - 6. Sealant shall have a VOC content of 420 g/L or less.
- E. Flange Gaskets: Butyl rubber, neoprene, or EPDM polymer with polyisobutylene plasticizer.
- F. Round Duct Joint O-Ring Seals:
  - 1. Seal shall provide maximum leakage class of 3 cfm/100 sq. ft. at 1-inch wg and shall be rated for 10-inch wg static-pressure class, positive or negative.
  - 2. EPDM O-ring to seal in concave bead in coupling or fitting spigot.
  - 3. Double-lipped, EPDM O-ring seal, mechanically fastened to factory-fabricated couplings and fitting spigots.

## 2.5 HANGERS AND SUPPORTS

- A. Hanger Rods for Noncorrosive Environments: Cadmium-plated steel rods and nuts.
- B. Strap and Rod Sizes: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 5-1, "Rectangular Duct Hangers Minimum Size," and Table 5-2, "Minimum Hanger Sizes for Round Duct."
- C. Steel Cables for Galvanized-Steel Ducts: Galvanized steel complying with ASTM A 603.
- D. Steel Cable End Connections: Cadmium-plated steel assemblies with brackets, swivel, and bolts designed for duct hanger service; with an automatic-locking and clamping device.
- E. Duct Attachments: Sheet metal screws, blind rivets, or self-tapping metal screws; compatible with duct materials.
- F. Trapeze and Riser Supports:
  - 1. Supports for Galvanized-Steel Ducts: Galvanized-steel shapes and plates.
  - 2. Supports for Aluminum Ducts: Aluminum or galvanized steel coated with zinc chromate.

## **PART 3 - EXECUTION**

### 3.1 DUCT INSTALLATION

- A. Drawing plans, schematics, and diagrams indicate general location and arrangement of duct system. Indicated duct locations, configurations, and arrangements were used to size ducts and calculate friction loss for air-handling equipment sizing and for other design considerations. Install duct systems as indicated unless deviations to layout are approved on Shop Drawings and Coordination Drawings.
- B. Install ducts according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" unless otherwise indicated.

- C. Install ducts in maximum practical lengths with fewest possible joints.
- D. Install factory- or shop-fabricated fittings for changes in direction, size, and shape and for branch connections.
- E. Unless otherwise indicated, install ducts vertically and horizontally, and parallel and perpendicular to building lines.
- F. Install ducts close to walls, overhead construction, columns, and other structural and permanent enclosure elements of building.
- G. Install ducts with a clearance of 1 inch, plus allowance for insulation thickness.
- H. Route ducts to avoid passing through transformer vaults and electrical equipment rooms and enclosures.
- I. Where ducts pass through non-fire-rated interior partitions and exterior walls and are exposed to view, cover the opening between the partition and duct or duct insulation with sheet metal flanges of same metal thickness as the duct. Overlap openings on four sides by at least 1-1/2 inches.
- J. Install heating coils, cooling coils, air filters, dampers, and all other duct-mounted accessories in air ducts where indicated on Drawings.
- K. Protect duct interiors from moisture, construction debris and dust, and other foreign materials.
- L. Elbows: Use long-radius elbows wherever they fit.
  - 1. Fabricate 90-degree rectangular mitered elbows to include turning vanes.
  - 2. Fabricate 90-degree round elbows with a minimum of three segments for 12 inches and smaller and a minimum of five segments for 14 inches and larger.
- M. Branch Connections: Use lateral or conical branch connections.
- N. Slope horizontal dust collection ducts one inch in 40 feet in the direction of air flow. Where necessary, slope duct to a clean out point.

### 3.2 DUCT SEALING

- A. Seal ducts at a minimum to the following seal classes according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible":
  - 1. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
  - 2. Outdoor, Supply-Air Ducts: Seal Class B.
  - 3. Outdoor, Exhaust Ducts: Seal Class B.
  - 4. Outdoor, Return-Air Ducts: Seal Class B.
  - 5. Unconditioned Space, Supply-Air Ducts in Pressure Classes 2-Inch wg and Lower: Seal Class B.
  - 6. Unconditioned Space, Supply-Air Ducts in Pressure Classes Higher Than 2-Inch wg: Seal Class A.
  - 7. Unconditioned Space, Exhaust Ducts: Seal Class B.
  - 8. Unconditioned Space, Return-Air Ducts: Seal Class B.
  - 9. Conditioned Space, Supply-Air Ducts in Pressure Classes 2-Inch wg and Lower: Seal Class B.

10. Conditioned Space, Supply-Air Ducts in Pressure Classes Higher Than 2-Inch wg: Seal Class B.
11. Conditioned Space, Exhaust Ducts: Seal Class B.
12. Conditioned Space, Return-Air Ducts: Seal Class B.

### 3.3 HANGER AND SUPPORT INSTALLATION

- A. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 5, "Hangers and Supports."
- B. Building Attachments: Concrete inserts, powder-actuated fasteners, or structural-steel fasteners appropriate for construction materials to which hangers are being attached.
  1. Where practical, install concrete inserts before placing concrete.
  2. Install powder-actuated concrete fasteners after concrete is placed and completely cured.
  3. Use powder-actuated concrete fasteners for standard-weight aggregate concretes or for slabs more than 4 inches thick.
  4. Do not use powder-actuated concrete fasteners for lightweight-aggregate concretes or for slabs less than 4 inches thick.
- C. Hanger Spacing: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 5-1, "Rectangular Duct Hangers Minimum Size," and Table 5-2, "Minimum Hanger Sizes for Round Duct," for maximum hanger spacing; install hangers and supports within 24 inches of each elbow and within 48 inches of each branch intersection.
- D. Hangers Exposed to View: Threaded rod and angle or channel supports.
- E. Support vertical ducts with steel angles or channel secured to the sides of the duct with welds, bolts, sheet metal screws, or blind rivets; support at each floor and at a maximum intervals of 16 feet.
- F. Install upper attachments to structures. Select and size upper attachments with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used.

### 3.4 CONNECTIONS

- A. Make connections to equipment with flexible connectors complying with Section 23 33 00 "Air Duct Accessories."
- B. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for branch, outlet and inlet, and terminal unit connections.

### 3.5 FIELD QUALITY CONTROL

- A. Perform the following tests and inspections.
- B. Leakage Tests:
  1. Comply with SMACNA's "HVAC Air Duct Leakage Test Manual." Submit a test report for each test.
  2. Test the following systems:

- a. Supply Ducts with a Pressure Class of 2-Inch wg or Higher: Test representative duct sections totaling no less than 50 percent of total installed duct area for each designated pressure class.
    - b. Return Ducts with a Pressure Class of 2-Inch wg or Higher: Test representative duct sections totaling no less than 50 percent of total installed duct area for each designated pressure class.
    - c. Exhaust Ducts with a Pressure Class of 2-Inch wg or Higher: Test representative duct sections totaling no less than 50 percent of total installed duct area for each designated pressure class.
    - d. Outdoor-Air Ducts with a Pressure Class of 2-Inch wg or Higher: Test representative duct sections totaling no less than 50 percent of total installed duct area for each designated pressure class.
    - e. Duct Collection Ducts with a Pressure Class of 4-Inch wg or Higher: Test representative duct sections totaling no less than 50 percent of total installed duct area for each designated pressure class.
  - 3. Disassemble, reassemble, and seal segments of systems to accommodate leakage testing and for compliance with test requirements.
  - 4. Testing of each duct section is to be performed with access doors, coils, filters, dampers, and other duct-mounted devices in place as designed. No devices are to be removed or blanked off so as to reduce or prevent additional leakage.
  - 5. Test for leaks before applying external insulation.
  - 6. Conduct tests at static pressures equal to maximum design pressure of system or section being tested. If static-pressure classes are not indicated, test system at maximum system design pressure. Do not pressurize systems above maximum design operating pressure.
- C. Duct System Cleanliness Tests:
- 1. Visually inspect duct system to ensure that no visible contaminants are present.
  - 2. Test sections of metal duct system, chosen randomly by Owner, for cleanliness in accordance with "Description of Method 3 - NADCA Vacuum Test" in NADCA ACR, "Assessment, Cleaning and Restoration of HVAC Systems."
    - a. Acceptable Cleanliness Level: Net weight of debris collected on the filter media shall not exceed 0.75 mg/100 sq. cm.
- D. Duct system will be considered defective if it does not pass tests and inspections.
- E. Prepare test and inspection reports.

### 3.6 DUCT CLEANING

- A. Clean new duct system(s) before testing, adjusting, and balancing.
- B. Use service openings for entry and inspection.
  - 1. Create new openings and install access panels appropriate for duct static-pressure class if required for cleaning access. Provide insulated panels for insulated or lined duct. Patch insulation and liner as recommended by duct liner manufacturer. Comply with Section 23 33 00 "Air Duct Accessories" for access panels and doors.
  - 2. Disconnect and reconnect flexible ducts as needed for cleaning and inspection.
  - 3. Remove and reinstall ceiling to gain access during the cleaning process.
- C. Clean the following components by removing surface contaminants and deposits:

1. Air outlets and inlets (registers, grilles, and diffusers).
2. Supply, return, and exhaust fans including fan housings, plenums (except ceiling supply and return plenums), scrolls, blades or vanes, shafts, baffles, dampers, and drive assemblies.
3. Air-handling unit internal surfaces and components including mixing box, coil section, air wash systems, spray eliminators, condensate drain pans, humidifiers and dehumidifiers, filters and filter sections, and condensate collectors and drains.
4. Coils and related components.
5. Return-air ducts, dampers, actuators, and turning vanes except in ceiling plenums and mechanical equipment rooms.
6. Supply-air ducts, dampers, actuators, and turning vanes.
7. Dedicated exhaust and ventilation components and makeup air systems.

D. **Mechanical Cleaning Methodology:**

1. Clean metal duct systems using mechanical cleaning methods that extract contaminants from within duct systems and remove contaminants from building.
2. Use vacuum-collection devices that are operated continuously during cleaning. Connect vacuum device to downstream end of duct sections so areas being cleaned are under negative pressure.
3. Use mechanical agitation to dislodge debris adhered to interior duct surfaces without damaging integrity of metal ducts, duct liner, or duct accessories.
4. Clean fibrous-glass duct liner with HEPA vacuuming equipment; do not permit duct liner to get wet. Replace fibrous-glass duct liner that is damaged, deteriorated, or delaminated or that has friable material, mold, or fungus growth.
5. Clean coils and coil drain pans in accordance with NADCA ACR. Keep drain pan operational. Rinse coils with clean water to remove latent residues and cleaning materials; comb and straighten fins.
6. Provide drainage and cleanup for wash-down procedures.
7. Antimicrobial Agents and Coatings: Apply EPA-registered antimicrobial agents if fungus is present. Apply antimicrobial agents in accordance with manufacturer's written instructions after removal of surface deposits and debris.

### 3.7 SYSTEM START UP

- A. Air Balance: Comply with requirements in Section 23 05 93 "Testing, Adjusting, and Balancing for HVAC."

### 3.8 DUCT SCHEDULE

A. Supply Ducts:

1. Pressure Class: Positive 2-inch wg.
2. Minimum SMACNA Seal Class: B.
3. SMACNA Leakage Class for Rectangular: 24.
4. SMACNA Leakage Class for Round and Flat Oval: 12.

B. Return Ducts:

1. Pressure Class: Positive or negative 2-inch wg.
2. Minimum SMACNA Seal Class: B.
3. SMACNA Leakage Class for Rectangular: 24.
4. SMACNA Leakage Class for Round and Flat Oval: 12.

C. Exhaust Ducts:

1. Pressure Class: Positive or negative 2-inch wg.
2. Minimum SMACNA Seal Class: B if negative pressure, and A if positive pressure.
3. SMACNA Leakage Class for Rectangular: 24.
4. SMACNA Leakage Class for Round: 12.

D. Elbow Configuration:

1. Rectangular Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-2, "Rectangular Elbows."
  - a. Velocity 1000 fpm or Lower:
    - 1) Radius Type RE 1 with minimum 0.5 radius-to-diameter ratio.
    - 2) Mitered Type RE 4 without vanes.
  - b. Velocity 1000 to 1500 fpm:
    - 1) Radius Type RE 1 with minimum 1.0 radius-to-diameter ratio.
    - 2) Radius Type RE 3 with minimum 0.5 radius-to-diameter ratio and two vanes.
    - 3) Mitered Type RE 2 with vanes complying with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-3, "Vanes and Vane Runners," and Figure 4-4, "Vane Support in Elbows."
  - c. Velocity 1500 fpm or Higher:
    - 1) Radius Type RE 1 with minimum 1.5 radius-to-diameter ratio.
    - 2) Radius Type RE 3 with minimum 1.0 radius-to-diameter ratio and two vanes.
    - 3) Mitered Type RE 2 with vanes complying with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-3, "Vanes and Vane Runners," and Figure 4-4, "Vane Support in Elbows."
2. Round Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-4, "Round Duct Elbows."
  - a. Minimum Radius-to-Diameter Ratio and Elbow Segments: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 3-1, "Mitered Elbows." Elbows with less than 90-degree change of direction have proportionately fewer segments.
    - 1) Velocity 1000 fpm or Lower: 0.5 radius-to-diameter ratio and three segments for 90-degree elbow.
    - 2) Velocity 1000 to 1500 fpm: 1.0 radius-to-diameter ratio and four segments for 90-degree elbow.
    - 3) Velocity 1500 fpm or Higher: 1.5 radius-to-diameter ratio and five segments for 90-degree elbow.
  - b. Round Elbows, 12 Inches and Smaller in Diameter: Stamped or pleated.
  - c. Round Elbows, 14 Inches and Larger in Diameter: Standing seam.

E. Branch Configuration:

1. Rectangular Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-6, "Branch Connection."

- a. Rectangular Main to Rectangular Branch: 45-degree entry.
  - b. Rectangular Main to Round Branch: Spin in.
2. Round and Flat Oval: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-5, "90 Degree Tees and Laterals," and Figure 3-6, "Conical Tees." Saddle taps are permitted in existing duct.
- a. Velocity 1000 fpm or Lower: 90-degree tap.
  - b. Velocity 1000 to 1500 fpm: Conical tap.
  - c. Velocity 1500 fpm or Higher: 45-degree lateral.

**END OF SECTION 23 31 13**



DIVISION 23 – MECHANICAL  
**SECTION 23 33 00**  
**AIR DUCT ACCESSORIES**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section Includes:
  - 1. Manual volume dampers.
  - 2. Turning vanes.
  - 3. Duct-mounted access doors.
  - 4. Flexible connectors.
  - 5. Duct accessory hardware.
- B. Related Requirements:
  - 1. Section 23 33 46 "Flexible Ducts" for insulated and non-insulated flexible ducts.
  - 2. Section 28 46 21 "Addressable Fire-Alarm Systems" for duct-mounted fire and smoke detectors.

**1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of product.
  - 1. For duct silencers, include pressure drop and dynamic insertion loss data. Include breakout noise calculations for high transmission loss casings.

**1.4 CLOSEOUT SUBMITTALS**

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

**1.5 WARRANTY**

- A. The warranty of this equipment is to be free from defects in material and workmanship for a period of one year from the date of substantial completion. Any units or parts which prove defective during the warranty period will be replaced at the Manufacturers option when returned to Manufacturer.

## **PART 2 - PRODUCTS**

### **2.1 ASSEMBLY DESCRIPTION**

- A. Comply with NFPA 90A, "Installation of Air Conditioning and Ventilating Systems," and with NFPA 90B, "Installation of Warm Air Heating and Air Conditioning Systems."
- B. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for acceptable materials, material thicknesses, and duct construction methods unless otherwise indicated. Sheet metal materials shall be free of pitting, seam marks, roller marks, stains, discolorations, and other imperfections.

### **2.2 MATERIALS**

- A. Galvanized Sheet Steel: Comply with ASTM A 653/A 653M.
  - 1. Galvanized Coating Designation: G60.
  - 2. Exposed-Surface Finish: Mill phosphatized.
- B. Stainless-Steel Sheets: Comply with ASTM A 480/A 480M, Type 304, and having a No. 2 finish for concealed ducts and finish for exposed ducts.
- C. Aluminum Sheets: Comply with ASTM B 209, Alloy 3003, Temper H14; with mill finish for concealed ducts and standard, 1-side bright finish for exposed ducts.
- D. Extruded Aluminum: Comply with ASTM B 221, Alloy 6063, Temper T6.
- E. Reinforcement Shapes and Plates: Galvanized-steel reinforcement where installed on galvanized sheet metal ducts; compatible materials for aluminum and stainless-steel ducts.
- F. Tie Rods: Galvanized steel, 1/4-inch minimum diameter for lengths 36 inches or less; 3/8-inch minimum diameter for lengths longer than 36 inches.

### **2.3 MANUAL VOLUME DAMPERS**

- A. Standard, Steel, Manual Volume Dampers:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Aire Technologies.
    - b. McGill AirFlow LLC.
    - c. Nailor Industries Inc.
    - d. Ruskin Company.
  - 2. Standard leakage rating, with linkage outside airstream.
  - 3. Suitable for horizontal or vertical applications.
  - 4. Frames:
    - a. Frame: Hat-shaped, 0.094-inch-thick, galvanized sheet steel.

- b. Mitered and welded corners.
  - c. Flanges for attaching to walls and flangeless frames for installing in ducts.
- 5. Blades:
  - a. Multiple or single blade.
  - b. Parallel- or opposed-blade design.
  - c. Stiffen damper blades for stability.
  - d. Galvanized-steel, 0.064 inch thick.
- 6. Blade Axles: Galvanized steel.
- 7. Bearings:
  - a. Oil-impregnated bronze.
  - b. Dampers in ducts with pressure classes of 3-inch wg or less shall have axles full length of damper blades and bearings at both ends of operating shaft.
- 8. Tie Bars and Brackets: Galvanized steel.
- B. Standard, Aluminum, Manual Volume Dampers:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. McGill AirFlow LLC.
    - b. Nailor Industries Inc.
    - c. Ruskin Company.
  - 2. Standard leakage rating, with linkage outside airstream.
  - 3. Suitable for horizontal or vertical applications.
  - 4. Frames: Hat-shaped, 0.10-inch-thick, aluminum sheet channels; frames with flanges for attaching to walls and flangeless frames for installing in ducts.
  - 5. Blades:
    - a. Multiple or single blade.
    - b. Parallel- or opposed-blade design.
    - c. Stiffen damper blades for stability.
    - d. Roll-Formed Aluminum Blades: 0.10-inch-thick aluminum sheet.
  - 6. Blade Axles: Galvanized steel.
  - 7. Bearings:
    - a. Oil-impregnated bronze.
    - b. Dampers in ducts with pressure classes of 3-inch wg or less shall have axles full length of damper blades and bearings at both ends of operating shaft.
  - 8. Tie Bars and Brackets: Aluminum.
- C. Jackshaft:
  - 1. Size: 0.5-inch diameter.
  - 2. Material: Galvanized-steel pipe rotating within pipe-bearing assembly mounted on supports at each mullion and at each end of multiple-damper assemblies.

3. Length and Number of Mountings: As required to connect linkage of each damper in multiple-damper assembly.

D. Damper Hardware:

1. Zinc-plated, die-cast core with dial and handle made of 3/32-inch-thick zinc-plated steel, and a 3/4-inch hexagon locking nut.
2. Include center hole to suit damper operating-rod size.
3. Include elevated platform for insulated duct mounting.

## 2.4 TURNING VANES

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

1. Aero-Dyne Sound Control Co.
2. Ductmate Industries, Inc.
3. METALAIRE, Inc.
4. SEMCO LLC.

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

1. Acoustic Turning Vanes: Fabricate airfoil-shaped aluminum extrusions with perforated faces and fibrous-glass fill.

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

D. Vane Construction: Single wall for ducts up to 48 inches wide and double wall for larger dimensions.

## 2.5 DUCT-MOUNTED ACCESS DOORS

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

1. Cesco Products; a division of MESTEK, Inc.
2. Ductmate Industries, Inc.
3. Elgen Manufacturing.
4. Nailor Industries Inc.

B. Duct-Mounted Access Doors: Fabricate access panels according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible"; Figures 7-2, "Duct Access Doors and Panels," and 7-3, "Access Doors - Round Duct."

1. Door:
  - a. Double wall, rectangular.
  - b. Galvanized sheet metal with insulation fill and thickness as indicated for duct pressure class.
  - c. Vision panel.
  - d. Hinges and Latches: 1-by-1-inch butt or piano hinge and cam latches.

- e. Fabricate doors airtight and suitable for duct pressure class.
- 2. Frame: Galvanized sheet steel, with bend-over tabs and foam gaskets.
- 3. Number of Hinges and Locks:
  - a. Access Doors Less Than 12 Inches Square: No hinges and two sash locks.

## 2.6 FLEXIBLE CONNECTORS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. CL WARD & Family Inc.
  - 2. Ductmate Industries, Inc.
  - 3. Elgen Manufacturing.
- B. Materials: Flame-retardant or noncombustible fabrics.
- C. Coatings and Adhesives: Comply with UL 181, Class 1.
- D. Indoor System, Flexible Connector Fabric: Glass fabric double coated with neoprene.
  - 1. Minimum Weight: 26 oz./sq. yd..
  - 2. Tensile Strength: 480 lbf/inch in the warp and 360 lbf/inch in the filling.
  - 3. Service Temperature: Minus 40 to plus 200 deg F.
- E. Outdoor System, Flexible Connector Fabric: Glass fabric double coated with weatherproof, synthetic rubber resistant to UV rays and ozone.
  - 1. Minimum Weight: 24 oz./sq. yd..
  - 2. Tensile Strength: 530 lbf/inch in the warp and 440 lbf/inch in the filling.
  - 3. Service Temperature: Minus 50 to plus 250 deg F.

## 2.7 DUCT ACCESSORY HARDWARE

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

# PART 3 - EXECUTION

## 3.1 INSTALLATION

- A. Install duct accessories according to applicable details in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for metal ducts and in NAIMA AH116, "Fibrous Glass Duct Construction Standards," for fibrous-glass ducts.

- B. Install duct accessories of materials suited to duct materials; use galvanized-steel accessories in galvanized-steel and fibrous-glass ducts, stainless-steel accessories in stainless-steel ducts, and aluminum accessories in aluminum ducts.
- C. Compliance with ASHRAE/IESNA 90.1-2004 includes Section 6.4.3.3.3 - "Shutoff Damper Controls," restricts the use of backdraft dampers, and requires control dampers for certain applications. Install backdraft dampers at inlet of exhaust fans or exhaust ducts as close as possible to exhaust fan unless otherwise indicated.
- D. Install volume dampers at points on supply, return, and exhaust systems where branches extend from larger ducts. Where dampers are installed in ducts having duct liner, install dampers with hat channels of same depth as liner, and terminate liner with nosing at hat channel.
  - 1. Install steel volume dampers in steel ducts.
  - 2. Install aluminum volume dampers in aluminum ducts.
- E. Set dampers to fully open position before testing, adjusting, and balancing.
- F. Install test holes at fan inlets and outlets and elsewhere where required.
- G. Install duct access doors on sides of ducts to allow for inspecting, adjusting, and maintaining accessories and equipment at the following locations:
  - 1. On both sides of duct coils.
  - 2. At outdoor-air intakes and mixed-air plenums.
  - 3. At drain pans and seals.
  - 4. Downstream from manual volume dampers, control dampers, backdraft dampers, and equipment.
  - 5. At each change in direction and at maximum 50-foot spacing.
  - 6. Upstream from turning vanes.
  - 7. Control devices requiring inspection.
- H. Install access doors with swing against duct static pressure.
- I. Access Door Sizes:
  - 1. Two-Hand Access: Minimum 12 by 6 inches.
- J. Label access doors according to Section 23 05 53 "Identification for HVAC Piping and Equipment" to indicate the purpose of access door.
- K. Install flexible connectors to connect ducts to equipment.
- L. Connect diffusers to ducts with maximum 36 inch lengths of flexible duct clamped or strapped in place.
- M. Connect flexible ducts to metal ducts with liquid adhesive plus tape.
- N. Install duct test holes where required for testing and balancing purposes.

### 3.2 FIELD QUALITY CONTROL

- A. Tests and Inspections:

1. Operate manual dampers to verify full range of movement.
2. Inspect locations of access doors and verify that purpose of access door can be performed.
3. Inspect turning vanes for proper and secure installation.

**END OF SECTION 23 33 00**

## **PART 1 - GENERAL**

### **1.1 RELATED DOCUMENTS**

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

### **1.2 SUMMARY**

- A. Section Includes:
  - 1. insulated flexible ducts.

### **1.3 ACTION SUBMITTALS**

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

### **1.4 INFORMATIONAL SUBMITTALS**

- A. Coordination Drawings: Plan drawings and corresponding product installation details, drawn to scale, on which the following items are shown and coordinated with each other, using input from installers of the items involved:
  - 1. Product installation location shown in relationship to room, duct, pipe, and equipment.

## **PART 2 - PRODUCTS**

### **2.1 ASSEMBLY DESCRIPTION**

- A. Comply with NFPA 90A, "Installation of Air Conditioning and Ventilating Systems," and with NFPA 90B, "Installation of Warm Air Heating and Air Conditioning Systems."
- B. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for acceptable materials, material thicknesses, and duct construction methods unless otherwise indicated. Sheet metal materials shall be free of pitting, seam marks, roller marks, stains, discolorations, and other imperfections.
- C. Comply with the Air Diffusion Council's "ADC Flexible Air Duct Test Code FD 72-R1."
- D. Comply with ASTM E 96/E 96M, "Test Methods for Water Vapor Transmission of Materials."



## 2.2 INSULATED FLEXIBLE DUCTS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Flexmaster U.S.A., Inc.
  - 2. JP Lamborn Co.
  - 3. McGill AirFlow LLC.
  - 4. Thermaflex; a Flex-Tek Group company.
- B. Insulated, Flexible Duct: UL 181, Class 1, two-ply vinyl film supported by helically wound, spring-steel wire; fibrous-glass insulation; polyethylene or aluminized vapor-barrier film.
  - 1. Pressure Rating: 10-inch wg positive and 1.0-inch wg negative.
  - 2. Maximum Air Velocity: 4000 fpm.
  - 3. Temperature Range: Minus 10 to plus 160 deg F.
  - 4. Installed insulation R-Value: R6.
- C. Insulated, Flexible Duct: UL 181, Class 1, black polymer film supported by helically wound, spring-steel wire; fibrous-glass insulation; polyethylene vapor-barrier film.
  - 1. Pressure Rating: 4-inch wg positive and 0.5-inch wg negative.
  - 2. Maximum Air Velocity: 4000 fpm.
  - 3. Temperature Range: Minus 20 to plus 175 deg F.
  - 4. Installed insulation R-Value: R6.
- D. Insulated, Flexible Duct: UL 181, Class 1, aluminum laminate and polyester film with latex adhesive supported by helically wound, spring-steel wire; fibrous-glass insulation; polyethylene or aluminized vapor-barrier film.
  - 1. Pressure Rating: 10-inch wg positive and 1.0-inch wg negative.
  - 2. Maximum Air Velocity: 4000 fpm.
  - 3. Temperature Range: Minus 20 to plus 210 deg F.
  - 4. Installed insulation R-Value: R6.

## 2.3 FLEXIBLE DUCT CONNECTORS

- A. Clamps: Stainless-steel band with cadmium-plated hex screw to tighten band with a worm-gear action in sizes 3 through 18 inches, to suit duct size.
- B. Non-Clamp Connectors: Adhesive plus sheet metal screws.

## **PART 3 - EXECUTION**

### 3.1 INSTALLATION

- A. Install flexible ducts according to applicable details in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for metal ducts and in NAIMA AH116, "Fibrous Glass Duct Construction Standards," for fibrous-glass ducts.
- B. Install in indoor applications only. Flexible ductwork should not be exposed to UV lighting.

- C. Connect diffusers to ducts with maximum 36-inch lengths of flexible duct clamped or strapped in place.
- D. Connect flexible ducts to metal ducts with liquid adhesive plus tape.
- E. Install duct test holes where required for testing and balancing purposes.
- F. Installation:
  - 1. Install ducts fully extended.
  - 2. Do not bend ducts across sharp corners.
  - 3. Bends of flexible ducting shall not exceed a minimum of one duct diameter.
  - 4. Avoid contact with metal fixtures, water lines, pipes, or conduits.
  - 5. Install flexible ducts in a direct line, without sags, twists, or turns.
- G. Supporting Flexible Ducts:
  - 1. Suspend flexible ducts with bands 1-1/2 inches wide or wider and spaced a maximum of 48 inches apart. Maximum centerline sag between supports shall not exceed 1/2 inch per 12 inches.
  - 2. Install extra supports at bends placed approximately one duct diameter from center line of the bend.
  - 3. Ducts may rest on ceiling joists or truss supports. Spacing between supports shall not exceed the maximum spacing per manufacturer's written installation instructions.
  - 4. Vertically installed ducts shall be stabilized by support straps at a maximum of 72 inches o.c.

## **END OF SECTION 23 33 46**

DIVISION 23 – MECHANICAL  
**SECTION 23 36 00**  
**AIR TERMINAL UNITS**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section Includes:
  - 1. Single-duct variable air volume terminal units.

**1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of product.
  - 1. Include rated capacities, operating characteristics, furnished specialties, and accessories.
- B. Shop Drawings:
  - 1. Include details of equipment assemblies. Indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
  - 2. Wiring Diagrams: Power, signal, and control wiring.

**1.4 CLOSEOUT SUBMITTALS**

- A. Operation and Maintenance Data: Air terminal units shall be included in operation and maintenance manuals.
  - 1. In addition to items specified in Section 01 78 23 "Operation and Maintenance Data," include the following:
    - a. Instructions for resetting minimum and maximum air volumes.
    - b. Instructions for adjusting software set points.
- B. Startup service reports.

**1.5 COORDINATION**

- A. Coordinate layout and installation of air terminal unit systems with other construction and trades.

## 1.6 WARRANTY

- A. Warranty: Manufacturer agrees to repair or replace components of terminal unit that fail in materials or workmanship within specified warranty period.
  - 1. Warranty Period: One year from date of Substantial Completion.

## **PART 2 - PRODUCTS**

### 2.1 PERFORMANCE REQUIREMENTS

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a Qualified Electrical Testing Laboratory, and marked for intended location and application.
- B. ASHRAE 62.1 Compliance: Applicable requirements in ASHRAE 62.1, Section 5 - "Systems and Equipment," and Section 7 - "Construction and System Start-up."
- C. ASHRAE/IES 90.1 Compliance: Applicable requirements in ASHRAE/IES 90.1, "Section 6 - Heating, Ventilating, and Air Conditioning."

### 2.2 SINGLE-DUCT VARIABLE AIR VOLUME TERMINAL UNITS

- A. 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. Trane (Basis of Design)
  - 2. Carrier
  - 3. Kruger
  - 4. Titus
  - 5. Envirotech
- B. Capacities and Characteristics:
  - 1. See Equipment Schedule on Project Drawings.
- C. Factory-assembled, externally powered, variable air volume control terminal. Unit shall be complete with a damper assembly, flow sensor, collars for duct connection and all required features. Control box shall be clearly marked with an identification label that lists such information as nominal cfm, maximum and minimum airflow limits, coil-type and coil hand, balancing chart, and tagging data, where applicable.
- D. Unit Cabinet: Constructed of 22-gage galvanized steel with round or rectangular inlet collar and rectangular discharge with slip and drive connection. All primary air inlet collars shall accommodate standard flex duct sizes.
- E. Casing Liner: The interior surface of the unit casing is acoustically and thermally lined with ½-inch, 1.5 lb/ft<sup>3</sup> (12.7 mm, 24.0 kg/m<sup>3</sup>) composite density glass fiber with a high-density facing.
  - a. The insulation R-Value is 1.9.
  - b. The insulation is UL listed and meets NFPA-90A and UL 181 standards.

- c. There are no exposed edges of insulation (complete metal encapsulation).
- F. Inlet Connection: The primary air inlet connection is an 18-gage galvanized steel cylinder sized to fit standard round duct.
  - 1. A multiple-point, averaging flow sensing ring is provided with balancing taps for measuring +/-5% of unit cataloged airflow.
  - 2. The damper blade is constructed of a closed-cell foam seal that is mechanically locked between two 22-gage galvanized steel disks.
  - 3. The damper blade assembly is connected to a cast zinc shaft supported by self-lubricating bearings.
  - 4. The shaft is cast with a damper position indicator.
  - 5. The valve assembly includes a mechanical stop to prevent over-stroking. At 4.0 in. wg, air valve leakage does not exceed 1% of cataloged airflow.
- G. Outlet connection
  - 1. Terminal units come standard with slip & drive connection
  - 2. A sheet metal, insulated box with circular opening(s) is attached to the discharge of the main unit at the factory. The circular opening(s) are centered on the unit plenum to accept round ductwork connections.
- H. Hot Water Heating Coils
  - 1. Hot water coils shall be factory-installed on the unit discharge and shall consist of aluminum plated fins and seamless copper tubes. Coils shall be constructed with 144 aluminum-plated fins per foot. Fins shall have full fin collars to provide accurate fin spacing and maximum fin-to-tube contact. The 3/8 inch OD tubes shall be mechanically expanded into the fin collars and casing sides. Coils shall be leak tested at 300 psig air pressure under water and proof tested under water to 450 psig pressure or equivalent tracer gas testing. Supply and return water connections shall be on the same side of the coil and independent of handing to allow jobsite determination of handing. Coil connections shall be brazed. Coil shall have gasketed access panels, on the top and bottom attached with screws suitable for cleaning the inlet and outlet coil faces without disconnecting the coil from the main unit.
- I. Control Transformer – Controls contractor shall 24 VAC transformer to provide control voltage power to the unit.
- A. DDC Controls: Refer to Section 23 09 23 "Direct Digital Control (DDC) System for HVAC", Section 23 09 93 "Sequence of Operations for HVAC DDC", and project drawings for controls requirements.
  - 1. All controls (controllers, valves, actuators, sensors, wiring, transformers, relays, programming, graphics, etc.) shall be provide and installed by controls contractor.
  - 2. DDC wall mounted and duct mounted temperature sensors provided and installed by controls contractor.

## 2.3 SOURCE QUALITY CONTROL

- A. Factory Tests: Test assembled air terminal units according to AHRI 880.
  - 1. Label each air terminal unit with plan number, nominal airflow, maximum and minimum factory-set airflows, coil type, and AHRI certification seal.

- B. Water Coils: Factory pressure test to 300 psig (2070 kPa) in accordance with AHRI 410 and ASHRAE 33.

## **PART 3 - EXECUTION**

### **3.1 HANGER AND SUPPORT INSTALLATION**

- A. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Ch. 5, "Hangers and Supports" and with Section 23 05 29 "Hangers and Supports for HVAC Piping and Equipment."
- B. Building Attachments: Concrete inserts, powder-actuated fasteners, or structural-steel fasteners appropriate for construction materials to which hangers are being attached.
  - 1. Where practical, install concrete inserts before placing concrete.
  - 2. Install powder-actuated concrete fasteners after concrete is placed and completely cured.
  - 3. Use powder-actuated concrete fasteners for standard-weight aggregate concretes and for slabs more than 4 inches thick.
  - 4. Do not use powder-actuated concrete fasteners for lightweight-aggregate concretes and for slabs less than 4 inches thick.
  - 5. Do not use powder-actuated concrete fasteners for seismic restraints.
- C. Hangers Exposed to View: Threaded rod and angle or channel supports.
- D. Install upper attachments to structures. Select and size upper attachments with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used.

### **3.2 TERMINAL UNIT INSTALLATION**

- A. Install air terminal units according to NFPA 90A, "Standard for the Installation of Air Conditioning and Ventilating Systems."
- B. Install air terminal units level and plumb. Maintain sufficient clearance for normal service and maintenance.
- C. Install wall-mounted thermostats.

### **3.3 PIPING CONNECTIONS**

- A. Where installing piping adjacent to air terminal unit, allow space for service and maintenance.
- B. Hot-Water Piping: Comply with requirements in Section 23 21 13 "Hydronic Piping" and Section 232116 Hydronic Piping Specialties," and connect heating coils to supply piping with shutoff valve, strainer, control valve, and union or flange; and to return piping with balancing valve and union or flange.

### 3.4 DUCTWORK CONNECTIONS

- A. Comply with requirements in Section 23 31 13 "Metal Ducts" for connecting ducts to air terminal units.
- B. Make connections to air terminal units with flexible connectors complying with requirements in Section 23 33 00 "Air Duct Accessories."

### 3.5 ELECTRICAL CONNECTIONS

- A. Install field power to each air terminal unit electrical power connection. Coordinate with air terminal unit manufacturer and installers.
- B. Connect wiring in accordance with Section 26 05 19 "Low-Voltage Electrical Power Conductors and Cables."
- C. Ground equipment in accordance with Section 26 05 26 "Grounding and Bonding for Electrical Systems."
- D. Install electrical devices furnished by manufacturer, but not factory mounted, in accordance with NFPA 70 and NECA 1.
- E. Install nameplate for each electrical connection, indicating electrical equipment designation and circuit number feeding connection.
  - 1. Nameplate shall be laminated acrylic or melamine plastic signs, as specified in Section 26 05 53 "Identification for Electrical Systems."

### 3.6 CONTROL CONNECTIONS

- A. Install control and electrical power wiring to field-mounted control devices.
- B. Connect control wiring in accordance with Section 26 05 23 "Control-Voltage Electrical Power Cables."

### 3.7 IDENTIFICATION

- A. Label each air terminal unit with plan number, nominal airflow, and maximum and minimum factory-set airflows. Comply with requirements in Section 23 05 53 "Identification for HVAC Piping and Equipment" for equipment labels.

### 3.8 FIELD QUALITY CONTROL

- A. Perform the following tests and inspections:

1. After installing air terminal units and after electrical circuitry has been energized, test for compliance with requirements.
  2. Leak Test: After installation, fill water coils and test for leaks. Repair leaks and retest until no leaks exist.
  3. Operational Test: After electrical circuitry has been energized, start units to confirm proper motor rotation and unit operation.
  4. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- B. Air terminal unit will be considered defective if it does not pass tests and inspections.

### 3.9 SYSTEM STARTUP

- A. Complete startup, startup tests and startup reports. Startup to be performed per Installation, Operation, and Maintenance Manual (IOM).

### 3.10 ADJUSTING

- A. Adjust damper linkages for proper damper operation.
- B. Comply with requirements in Section 23 05 93 "Testing, Adjusting, and Balancing for HVAC" for testing, adjusting, and balancing procedures.

### 3.11 CLEANING

- A. Clean as recommended by manufacturer. Do not use material or methods which may damage finish surface or surrounding construction.

### 3.12 DEMONSTRATION

- A. Train Owner's maintenance personnel to adjust, operate, and maintain air terminal units.

**END OF SECTION 23 36 00**



## **PART 1 - GENERAL**

### **1.1 RELATED DOCUMENTS**

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

### **1.2 SUMMARY**

- A. Section Includes:
  - 1. Perforated return diffusers.
  - 2. Louver face supply diffusers.
- B. Related Requirements:
  - 1. Section 23 33 00 "Air Duct Accessories" for volume-control dampers not integral to diffusers.
  - 2. Section 23 37 14 "Air Registers and Grilles" for adjustable-bar register and grilles, fixed-face registers and grilles, and linear bar grilles.

### **1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of product.
  - 1. Data Sheet: Indicate materials of construction, finish, and mounting details; and performance data including throw and drop, static-pressure drop, and noise ratings.
  - 2. Diffuser Schedule: Indicate drawing designation, room location, quantity, model number, size, and accessories furnished.

### **1.4 INFORMATIONAL SUBMITTALS**

- A. Coordination Drawings: Floor plans, reflected ceiling plans, and other details, drawn to scale, on which the following items are shown and coordinated with each other, based on input from installers of the items involved:
  - 1. Ceiling components.
  - 2. Items penetrating finished ceiling, including the following:
    - a. Lighting fixtures.
    - b. Air outlets and inlets.
    - c. Speakers.
    - d. Access panels.

## **PART 2 - PRODUCTS**

### **2.1 PERFORATED RETURN DIFFUSERS (RCD)**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Titus (Basis of Design).
  - 2. Anemostat Products; a Mestek company.
  - 3. Carnes Company.
  - 4. Krueger.
  - 5. Nailor Industries Inc.
  - 6. Tuttle & Bailey.
  - 7. Price Industries.
- B. Material: Steel backpan and pattern controllers, with steel face.
- C. Finish: Baked enamel, white.
- D. Face Size: 24x24, as shown on drawings.
- E. Duct Inlet Size: As shown on drawings.
- F. Face Style: Flush.
- G. Mounting: Coordinate mounting requirements with architectural ceiling plan.
- H. Pattern Controller: Fixed with curved blades at inlet.
- I. Dampers: None.
- J. Basis of design: Titus model PAR.

### **2.2 LOUVER FACE SUPPLY DIFFUSERS (SCD)**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Titus (Basis of Design).
  - 2. Anemostat Products; a Mestek company.
  - 3. Carnes Company.
  - 4. Kruger.
  - 5. Nailor Industries Inc.
  - 6. Tuttle & Bailey.
  - 7. Price Industries.
- B. Material: Steel.
- C. Finish: Baked enamel, white.
- D. Face Size: 24x24, as shown on drawings.
- E. Duct Inlet Size: As shown on drawings.

- F. Mounting: Coordinate mounting requirements with architectural ceiling plan.
- G. Pattern: Four-way core style.
- H. Dampers: None.
- I. Basis of design: Titus model TMS.

## 2.3 SOURCE QUALITY CONTROL

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

# PART 3 - EXECUTION

## 3.1 EXAMINATION

- A. Examine areas where diffusers are installed for compliance with requirements for installation tolerances and other conditions affecting performance of equipment.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

## 3.2 INSTALLATION

- A. Install diffusers level and plumb.
- B. Ceiling-Mounted Outlets and Inlets: Drawings indicate general arrangement of ducts, fittings, and accessories. Air outlet and inlet locations have been indicated to achieve design requirements for air volume, noise criteria, airflow pattern, throw, and pressure drop. Make final locations where indicated, as much as practical. For units installed in lay-in ceiling panels, locate units in the center of panel. Where architectural features or other items conflict with installation, notify Architect for a determination of final location.
- C. Install diffusers with airtight connections to ducts and to allow service and maintenance of dampers, air extractors, and fire dampers.

## 3.3 ADJUSTING

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

## 3.4 CLEANING

- A. Clean as recommended by manufacturer. Do not use material or methods which may damage finish surface or surrounding construction.

**END OF SECTION 23 37 13**

DIVISION 23 – MECHANICAL  
**SECTION 23 74 16**

**PACKAGED, ROOFTOP AIR-CONDITIONING UNITS**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section includes:
  - 1. Packaged, VAV rooftop air-conditioning units.

**1.3 QUALITY ASSURANCE**

- A. Unit meets and exceeds ASHRAE 90.1 minimum efficiency requirements.
- B. Unit meets and exceeds Energy Star and Consortium for Energy Efficiency (CEE) performance criteria.
- C. Unit shall be rated in accordance with AHRI Standards 340/360.
- D. Unit shall be designed to conform to ASHRAE 15.
- E. Unit shall be ETL/UL-tested and certified in accordance with ANSI Z21.47 Standards and UL-listed and certified under Canadian standards as a total package for safety requirements.
- F. Insulation and adhesive shall meet NFPA 90A requirements for flame spread and smoke generation.
- G. Unit casing shall be capable of withstanding 500-hour salt spray exposure per ASTM B117 (scribed specimen).
- H. Unit shall be designed in accordance with ISO 9001, and shall be manufactured in a facility registered by ISO 9001.
- I. Roof curb shall be designed to conform to NRCA Standards.
- J. Unit shall be subjected to a completely automated run test on the assembly line. The data for each unit will be stored at the factory, and must be available upon request.
- K. Unit shall be designed in accordance with UL Standard 1995, including tested to withstand rain.
- L. Unit shall be constructed to prevent intrusion of snow and tested to prevent snow intrusion into the control box up to 40 mph.

- M. Unit shake tested to assurance level 1, ASTM D4169 to ensure shipping reliability.
- N. High Efficient Motors listed shall meet section 313 of the Energy Independence and Security Act of 2007 (EISA 2007).

#### 1.4 DELIVERY, STORAGE, AND HANDLING

- A. Unit shall be stored and handled per manufacturer's recommendations.
- B. Lifted by crane requires either shipping top panel or spreader bars.
- C. Unit shall only be stored or positioned in the upright position.

#### 1.5 ACTION SUBMITTALS

- A. Product Data: For each type of product.
  - 1. Include rated capacities, operating characteristics, furnished specialties, and accessories.
- B. Shop Drawings:
  - 1. Include details of equipment assemblies. Indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
  - 2. Wiring Diagrams: Power, signal, and control wiring.

#### 1.6 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: Rooftop units shall be included in operation and maintenance manuals.
- B. Startup service reports.

#### 1.7 COORDINATION

- A. Coordinate layout and installation of rooftop unit systems with other construction and trades.

#### 1.8 WARRANTY

- A. The warranty of this equipment is to be free from defects in material and workmanship for a period of one year from the purchase date. Any units or parts which prove defective during the warranty period will be replaced at the Manufacturers option when returned to Manufacturer.
  - 1. Warranty Period:
    - a. For Compressor: Five year from date of Substantial Completion.
    - b. For Heat Exchanger: Ten years from date of Substantial Completion.

- c. For Parts: One year from date of Substantial Completion.

## **PART 2 - PRODUCTS**

### **2.1 VAV ROOFTOP UNITS (RTU)**

#### **A. Compliance:**

##### **1. AHRI Compliance:**

- a. Comply with AHRI 340/360 for testing and rating energy efficiencies for RTUs.
- b. Comply with AHRI 270 for testing and rating sound performance for RTUs.
- c. Comply with AHRI 1060 for testing and rating performance for air-to-air exchanger.

##### **2. AMCA Compliance:**

- a. Comply with AMCA 11 and bear the AMCA-Certified Ratings Seal for air and sound performance according to AMCA 211 and AMCA 311.
- b. Damper leakage tested according to AMCA 500-D.
- c. Operating Limits: Classify according to AMCA 99.

##### **3. ASHRAE Compliance:**

- a. Comply with ASHRAE 15 for refrigeration system safety.
- b. Comply with ASHRAE 33 for methods of testing cooling and heating coils.
- c. Comply with applicable requirements in ASHRAE 62.1, Section 5 - "Systems and Equipment" and Section 7 - "Construction and Startup."

##### **4. ASHRAE/IES Compliance: Comply with applicable requirements in ASHRAE/IES 90.1, Section 6 - "Heating, Ventilating, and Air-Conditioning."**

##### **5. NFPA Compliance: Comply with NFPA 90A or NFPA 90B.**

##### **6. If retaining "UL Compliance" Paragraph below, delete compliance with ASHRAE 15 in "ASHRAE Compliance" Paragraph and compliance with NFPA 90A or NFPA 90B in "NFPA Compliance" Paragraph above. Some manufacturers test and label their equipment according to UL 1995, which requires compliance with ASHRAE 15, NFPA 90A, and NFPA 90B.**

##### **7. UL Compliance: Comply with UL 1995.**

##### **8. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.**

#### **B. Manufacturers:**

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

- a. AAON (Basis of Design).
- b. Trane.
- c. Daikin.

#### **C. Capacities and Characteristics:**

##### **1. See Equipment Schedule on Project Drawings.**

D. General:

1. Packaged rooftop unit shall include compressors, evaporator coils, filters, supply fans, dampers, air-cooled condenser coils, condenser fans, gas heaters, electric heaters, exhaust fans, and unit controls.
2. Unit shall be factory assembled and tested including leak testing of the DX coils, pressure testing of the refrigeration circuit, and run testing of the completed unit. Run test report shall be supplied with the unit in the service compartment's literature pocket.
3. Unit shall have decals and tags to indicate lifting and rigging, service areas and caution areas for safety and to assist service personnel.
4. Unit components shall be labeled, including refrigeration system components, and electrical and controls components.
5. Estimated sound power levels (dB) shall be shown on the unit ratings sheet.
6. Installation, Operation, and Maintenance manual shall be supplied within the unit.
7. Laminated color-coded wiring diagram shall match factory installed wiring and shall be affixed to the interior of the control compartment's hinged access door.
8. Unit nameplate shall be provided in two locations on the unit, affixed to the exterior of the unit and affixed to the interior of the control compartment's hinged access door.

E. Unit Cabinet:

1. All cabinet walls, access doors, and roof shall be fabricated of double wall, impact resistant, rigid polyurethane foam panels.
2. Unit insulation shall have a minimum thermal resistance R-value of 13. Foam insulation shall have a minimum density of 2 pounds/cubic foot and shall be tested in accordance with ASTM D1929-11 for a minimum flash ignition temperature of 610°F.
3. Unit construction shall be double wall with G90 galvanized steel on both sides and a thermal break. Double wall construction with a thermal break prevents moisture accumulation on the insulation, provides a cleanable interior, reduces heat transfer through the panel, and prevents exterior condensation on the panel.
4. Unit shall be designed to reduce air leakage and infiltration through the cabinet. Cabinet leakage shall not exceed 1% of total airflow when tested at 3 times the minimum external static pressure provided in AHRI Standard 340/360. Panel deflection shall not exceed L/240 ratio at 125% of design static pressure, at a maximum 8 inches of positive or negative static pressure, to reduce air leakage. Deflection shall be measured at the midpoint of the panel height and width. Continuous sealing shall be included between panels and between access doors and openings to reduce air leakage. Piping and electrical conduit through cabinet panels shall include sealing to reduce air leakage.
5. Roof of the air tunnel shall be sloped to provide complete drainage. Cabinet shall have rain break overhangs above access doors.
6. Access to filters, dampers, cooling coils, heaters, compressors, and electrical and controls components shall be through hinged access doors with quarter turn, zinc cast, lockable handles. Full length stainless steel piano hinges shall be included on the doors.
7. Exterior paint finish shall be capable of withstanding at least 2,500 hours, with no visible corrosive effects, when tested in a salt spray and fog atmosphere in accordance with ASTM B 117-95 test procedure.
8. Units with cooling coils shall include double sloped 304 stainless steel drain pans.
9. Unit shall be provided with base discharge and return air openings. All openings through the base pan of the unit shall have upturned flanges of at least 1/2 inch in height around the opening.
10. Unit shall include lifting lugs on the top of the unit.
11. Unit base shall be fabricated of 1 inch thick double wall, impact resistant, rigid polyurethane foam panels.

F. Condensate pan and connections:

1. Shall be an internally sloped condensate drain pan made of a non-corrosive material.
2. Shall comply with ASHRAE Standard 62.
3. Shall have a drain connection, possible either through the bottom or side of the drain pan. Connection shall be made per manufacturer's recommendations.

G. Airstream Surfaces:

1. Surfaces in contact with the airstream shall comply with requirements in ASHRAE 62.1.

H. Electrical Connections:

1. Unit shall have a 65 kAIC SCCR.
2. Unit shall be provided with a factory installed and factory wired 115V, 12 amp GFI outlet.
3. Electrical Contractor shall provide and install unit, non-fused disconnect switches as required for both circuits on each unit.
4. Each Unit shall utilize two electrical connections.
  - a. Circuit 1 shall be for the compressor and condenser.
  - b. Circuit 2 shall be for the supply fan, exhaust fan, combustion fan, and electric pre-heat (where applicable).

I. Fans:

1. Condenser Fans

- a. Condenser fans shall be a vertical discharge, axial flow, direct drive fans.

2. Supply Fans

- a. Unit shall include direct drive, unhooded, backward curved, plenum supply fans.
- b. Blowers and motors shall be dynamically balance and mounted on rubber isolators.
- c. Motors shall be premium efficiency ODP with ball bearings rated for 200,000 hours service with external lubrication points.
- d. Variable frequency drives shall be factory wired and mounted in the unit. Fan motors shall be premium efficiency.
- e. Motors shall be premium efficiency ODP with ball bearings rated for 200,000 hours service with external lubrication points.
- f. Motors shall include shaft grounding.

3. Exhaust Fans

- a. Exhaust dampers shall be sized for 100% relief.
- b. Fans and motors shall be dynamically balanced.
- c. Unit shall include barometric relief dampers.
- d. Motors shall be premium efficiency ODP with ball bearings rated for 200,000 hours service with external lubrication points.
- e. Access to exhaust fans shall be through double wall, hinged access doors with quarter turn lockable handles.
- f. Variable frequency drives shall be factory wired and mounted in the unit. Fan motors shall be premium efficiency.



- g. Unit shall include direct drive, axial flow exhaust fans. Blades shall be adjustable pitch.
  - h. Motor shall include shaft grounding.
4. Variable Frequency Drive (VFD):
- a. The VFD shall receive a 0-10 Vdc signal from the unit controls based upon supply static pressure and shall cause the drive to accelerate or decelerate as required to maintain the supply static pressure setpoint.
  - b. When subjected to high ambient return conditions the VFD shall reduce its output frequency to maintain operation.
- J. Refrigerant Components:
1. Evaporator Coils
- a. Coils shall be designed for use with R-410A refrigerant and constructed of copper tubes with aluminum fins mechanically bonded to the tubes and galvanized steel end casings. Fin design shall be sine wave rippled.
  - b. Coils shall have interlaced circuitry and shall be standard capacity.
  - c. Coils shall have interlaced circuitry and shall be 6 row high capacity.
  - d. Coils shall be hydrogen or helium leak tested.
  - e. Coils shall be furnished with factory installed expansion valves.
2. Air-Cooled Condenser
- a. Coils shall be designed for use with R-410A refrigerant. Coils shall be multi-pass and fabricated from aluminum microchannel tubes.
  - b. Coils shall be designed for a minimum of 10°F of refrigerant sub-cooling.
  - c. Coils shall be hydrogen or helium leak tested.
  - d. Condenser fans shall be high efficiency electrically commutated motor driven with factory installed head pressure control module. Condenser airflow shall continuously modulate based on head pressure and cooling operation shall be allowed down to 35°F with adjustable compressor lockout.
3. Compressors:
- a. Unit shall be factory charged with R-410A refrigerant.
  - b. Compressors shall be scroll type with thermal overload protection and carry a 5 year non-prorated warranty, from the date of original equipment shipment from the factory.
  - c. Compressors shall be mounted in an isolated service compartment which can be accessed without affecting unit operation. Lockable hinged compressor access doors shall be fabricated of double wall, rigid polyurethane foam injected panels to prevent the transmission of noise outside the cabinet.
  - d. Compressors shall be isolated from the base pan with the compressor manufacturer's recommended rubber vibration isolators, to reduce any transmission of noise from the compressors into the building area.
  - e. Each refrigeration circuit shall be equipped with expansion valve type refrigerant flow control.
  - f. Each refrigeration circuit shall be equipped with automatic reset low pressure and manual reset high pressure refrigerant safety controls, Schrader type service

fittings on both the high pressure and low pressure sides and a factory installed liquid line filter driers.

- g. Unit shall include a variable capacity scroll compressor on the lead refrigeration circuit which shall be capable of modulation from 10-100% of its capacity and an on/off compressor on the lag refrigeration circuit.
- h. Unit shall include factory provided and installed compressor sound jackets on all compressors.
- i. Unit shall be provided with a fixed 55F compressor lockout.

K. Gas Heat:

- 1. Stainless steel heat exchanger furnace shall carry a 25 year non-prorated warranty, from the date of original equipment shipment from the factory.
- 2. Gas furnace shall consist of stainless steel heat exchangers with multiple concavities, an induced draft blower and an electronic pressure switch to lockout the gas valve until the combustion chamber is purged and combustion airflow is established.
- 3. Furnace shall include a gas ignition system consisting of an electronic igniter to a pilot system, which will be continuous when the heater is operating, but will shut off the pilot when heating is not required.
- 4. Unit shall include a single gas connection and have gas supply piping entrances in the unit base for through-the-curb gas piping and in the outside cabinet wall for across the roof gas piping.
- 5. High Turndown Modulating Natural Gas Furnace shall be equipped with modulating gas valves, adjustable speed combustion blowers, stainless steel tubular heat exchangers, and electronic controller. Combustion blowers and gas valves shall be capable of modulation. Electronic controller includes a factory wired, field installed supply air temperature sensor. Sensor shall be field installed in the supply air ductwork. Supply air temperature setpoint shall be adjustable on the electronic controller within the controls compartment. Gas heater shall be capable of capacity turndown ratio as shown on the unit rating sheet. Heat trace shall be include on the condensate drain line.

L. Preheat

- 1. Electric Preheat
  - a. Unit shall include an electric heater consisting of electric heating coils, fuses, and a high temperature limit switch.
  - b. Electric heating coils shall be located in the outside air preheat position.
  - c. Electric heater shall have modulation capacity controlled by an SCR (Silicon Controlled Rectifier). A preheat enable signal shall be required from the unit controller.

M. Air Filtration:

- 1. Unit shall include 4 inch thick, pleated panel filters with an ASHRAE MERV rating of 13, upstream of the cooling coil. Unit shall also include 2 inch thick, pleated panel pre filters with an ASHRAE MERV rating of 8, upstream of the 4 inch standard filters.
- 2. Unit shall include a clogged filter switch.

N. Outside Air/Economizer

- 1. Unit shall include 0-100% modulating economizer consisting of a motor operated outside air damper and return air damper assembly constructed of extruded aluminum, hollow core, airfoil blades with rubber edge seals and aluminum end seals.

2. Damper blades shall be gear driven and designed to have no more than 20 cfm of leakage per sq ft. at 4 in. w.g. air pressure differential across the damper.
3. Low leakage dampers shall be Class 2 AMCA certified, in accordance with AMCA Standard 511.
4. Damper assembly shall be controlled by spring return DDC actuator.
5. Unit shall include outside air opening bird screen, outside air hood, and relief dampers.

O. Roof Curbs:

1. 18" roof curb w/ ½" insulation or third party roof curb adapter as shown on equipment schedule.

P. Accessories:

1. Compressor wraps.
2. Clogged filter switch.

Q. Safeties:

1. Compressor over-temperature, over-current. High internal pressure differential.
2. Low-pressure switch.
  - a. Low pressure switch shall use different color wire than the high pressure switch. The purpose is to assist the installer and service technician to correctly wire and or troubleshoot the rooftop unit.
3. High-pressure switch.
  - a. High pressure switch shall use different color wire than the low pressure switch. The purpose is to assist the installer and service technician to correctly wire and or troubleshoot the rooftop unit.
4. Automatic reset, motor thermal overload protector.
5. Heating section shall be provided with the following minimum protections:
  - a. High-temperature limit switches.
  - b. Induced draft motor speed sensor.
  - c. Flame rollout switch.
  - d. Flame proving controls.
6. Unit shall incorporate a solid state compressor lockout that provides optional reset capability at the space thermostat, should any of the following safety devices trip and shut off compressor:
  - a. Compressor lockout protection provided for either internal or external overload.
  - b. Low pressure protection.
  - c. Freeze protection (evaporator coil).
  - d. High pressure protection (high pressure switch or internal).
  - e. Compressor reverse rotation protection
  - f. Loss of charge protection.

- R. DDC Controls: Refer to Section 23 09 23 "Direct Digital Control (DDC) System for HVAC", Section 23 09 93 "Sequence of Operations for HVAC DDC", and project drawings for controls requirements.
1. Unit shall be provided with a terminal block for field installation of DDC controls.
  2. Isolation relays shall be factory installed.
  3. Controls (valves, actuators, sensors: pressure, enthalpy, temperature, etc., wiring, transformers, relays, programming, etc.) shall be provide and installed by controls contractor.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Examine roughing-in for piping, ducts, and electrical systems to verify actual locations of connections before equipment installation.
- C. Examine roof curbs and equipment supports for suitable conditions where units will be installed.
- D. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.2 INSTALLATION**

- A. Roof Curb: Install on roof structure or concrete base, level and secure, according to AHRI Guideline B. Install RTUs on curbs and coordinate roof penetrations and flashing with roof construction specified in Section 07 72 00 "Roof Accessories." Secure RTUs to upper curb rail, and secure curb base to roof framing with anchor bolts.
- B. Comply with requirements for vibration isolation devices specified in Section 23 05 48 "Vibration Controls for HVAC."
- C. Comply with requirements for gas-fired furnace installation in NFPA 54, "National Fuel Gas Code."
- D. Unit Support: Install unit level on roof curbs. Coordinate wall penetrations and flashing with wall construction. Secure RTUs to structural support with anchor bolts.
- E. Do not operate fan system until filters (temporary or permanent) are in place. Replace temporary filters used during construction and testing, with new, clean filters.
- F. Arrange installation of units to provide access space around rooftop units for service and maintenance.

### **3.3 DUCT CONNECTIONS**

- A. Comply with duct installation requirements specified in other HVAC Sections. Drawings indicate general arrangement of ducts. The following are specific connection requirements:

1. Install ducts to termination at top of roof curb.
2. Remove roof decking only as required for passage of ducts. Do not cut out decking under entire roof curb.
3. Connect supply ducts to RTUs with flexible duct connectors specified in Section 23 33 00 "Air Duct Accessories."
4. Install return-air duct continuously through roof structure.
5. Comply with requirements in Section 23 31 13 "Metal Ducts."

### 3.4 PIPING CONNECTIONS

- A. Install condensate drain, minimum connection size, with trap and indirect connection to nearest roof drain or area drain. Construct deep trap at connection to drain pan and install cleanouts at changes in direction.
- B. Where installing piping adjacent to RTUs, allow space for service and maintenance.
  1. Gas Piping: Comply with applicable requirements in Section 23 11 23 "Facility Natural-Gas Piping." Connect gas piping to burner, full size of gas train inlet, and connect with union and shutoff valve with sufficient clearance for burner removal and service.
- C. Piping installation requirements are specified in other Sections. Drawings indicate general arrangement of piping, fittings, and specialties.

### 3.5 ELECTRICAL CONNECTIONS

- A. Connect electrical wiring according to Section 26 05 19 "Low-Voltage Electrical Power Conductors and Cables."
- B. Ground equipment according to Section 26 05 26 "Grounding and Bonding for Electrical Systems."
- C. Install electrical devices furnished by manufacturer, but not factory mounted, according to NFPA 70 and NECA 1.
- D. Install nameplate for each electrical connection indicating electrical equipment designation and circuit number feeding connection.
  1. Nameplate shall be laminated acrylic or melamine plastic signs, as specified in Section 26 05 53 "Identification for Electrical Systems."

### 3.6 CONTROL CONNECTIONS

- A. Install control and electrical power wiring to field-mounted control devices.
- B. Connect control wiring according to Section 26 05 23 "Control-Voltage Electrical Power Cables."

### 3.7 IDENTIFICATION

- A. Label units according to requirements specified in Section 23 05 53 "Identification for HVAC Piping and Equipment."

### 3.8 FIELD QUALITY CONTROL

- A. Perform tests and inspections:
  - 1. After installing RTUs and after electrical circuitry has been energized, test units for compliance with requirements.
  - 2. Inspect for and remove shipping bolts, blocks, and tie-down straps.
  - 3. Operational Test: After electrical circuitry has been energized, start units to confirm proper motor rotation and unit operation.
  - 4. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- B. RTU will be considered defective if it does not pass tests and inspections.
- C. Prepare test and inspection reports.

### 3.9 SYSTEM STARTUP

- A. Engage a factory-authorized service representative to complete startup, startup tests and startup reports. Startup to be performed per Installation, Operation, and Maintenance Manual (IOM).
  - 1. Complete installation and startup checks according to manufacturer's written instructions.
  - 2. Inspect units for visible damage to furnace combustion chamber.
  - 3. Perform the following operations for both minimum and maximum firing and adjust burner for peak efficiency:
    - a. Measure gas pressure at manifold.
    - b. Measure combustion-air temperature at inlet to combustion chamber.
    - c. Measure flue-gas temperature at furnace discharge.
    - d. Perform flue-gas analysis. Measure and record flue-gas carbon dioxide and oxygen concentration.
    - e. Measure supply-air temperature and volume when burner is at maximum firing rate and when burner is off. Calculate useful heat to supply air.
  - 4. Verify operation of remote panel including pilot-light operation and failure modes. Inspect the following:
    - a. High-limit heat exchanger.
    - b. Alarms.
  - 5. Inspect units for visible damage to refrigerant compressor, condenser and evaporator coils, and fans.

6. Start refrigeration system when outdoor-air temperature is within normal operating limits and measure and record the following:
  - a. Cooling coil leaving-air, dry- and wet-bulb temperatures.
  - b. Cooling coil entering-air, dry- and wet-bulb temperatures.
  - c. Condenser coil entering-air dry-bulb temperature.
  - d. Condenser coil leaving-air dry-bulb temperature.
7. Simulate maximum cooling demand and inspect the following:
  - a. Compressor refrigerant suction and hot-gas pressures.
  - b. Short-circuiting of air through outside coil or from outside coil to outdoor-air intake.
8. Inspect casing insulation for integrity, moisture content, and adhesion.
9. Verify that clearances have been provided for servicing.
10. Verify that controls are connected and operable.
11. Verify that filters are installed.
12. Clean coils and inspect for construction debris.
13. Clean furnace flue and inspect for construction debris.
14. Inspect operation of power vents.
15. Purge gas line.
16. Verify bearing lubrication.
17. Clean fans and inspect fan-wheel rotation for movement in correct direction without vibration and binding.
18. Adjust fan belts to proper alignment and tension.
19. Start unit.
20. Inspect and record performance of interlocks and protective devices including response to smoke detectors by fan controls and fire alarm.
21. Operate unit for run-in period.
22. Calibrate controls.
23. Adjust and inspect high-temperature limits.
24. Inspect outdoor-air dampers for proper stroke.
25. Verify operational sequence of controls.
26. Measure and record the following airflows. Plot fan volumes on fan curve.
  - a. Supply-air volume.
- B. After startup, change filters, verify bearing lubrication, and adjust belt tension.
- C. Remove and replace components that do not properly operate and repeat startup procedures as specified above.
- D. Prepare written report of the results of startup services.

### 3.10 ADJUSTING

- A. Adjust initial set points.
- B. Comply with requirements in Section 23 05 93 "Testing, Adjusting, and Balancing for HVAC" for testing, adjusting, and balancing procedures.

- C. After completing system installation and testing, adjusting, and balancing RTU and air-distribution systems, clean filter housings and install new filters.

### 3.11 CLEANING

- A. Clean as recommended by manufacturer. Do not use material or methods which may damage finish surface or surrounding construction.

### 3.12 DEMONSTRATION

- A. Train Owner's maintenance personnel to adjust, operate, and maintain rooftop units.

**END OF SECTION 23 74 16**



**LOW-VOLTAGE ELECTRICAL POWER CONDUCTORS AND CABLES****PART 1 - GENERAL****1.1 SUMMARY**

- A. Section Includes:
  - 1. Copper building wire.
  - 2. Fire-alarm wire and cable.
  - 3. Connectors and splices.

**1.2 ACTION SUBMITTALS**

- A. Product Data: For each type of product.
- B. Product Schedule: Indicate type, use, location, and termination locations.

**1.3 INFORMATIONAL SUBMITTALS**

- A. Field quality-control reports.

**PART 2 - PRODUCTS****2.1 COPPER BUILDING WIRE**

- A. Description: Flexible, insulated and uninsulated, drawn copper current-carrying conductor with an overall insulation layer or jacket, or both, rated 600 V or less.
- B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Belden Inc.
  - 2. Cerro Wire LLC.
  - 3. Encore Wire Corporation.
  - 4. General Cable; Prysmian Group North America.
  - 5. Southwire Company, LLC.
  - 6. WESCO.
- C. Standards:
  - 1. Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and use.
  - 2. Conductor and Cable Marking: Comply with wire and cable marking according to UL's "Wire and Cable Marking and Application Guide."

- D. Conductors: Copper, complying with ASTM B3 for bare annealed copper and with ASTM B8 for stranded conductors.
- E. Conductor Insulation:
  - 1. Type THHN and Type THWN-2: Comply with UL 83.
  - 2. Type XHHW-2: Comply with UL 44.

## 2.2 FIRE-ALARM WIRE AND CABLE

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Allied Wire & Cable Inc.
  - 2. CommScope, Inc.
  - 3. Superior Essex Inc.; subsidiary of LS Corp.
  - 4. West Penn Wire; brand of Belden, Inc.
- B. General Wire and Cable Requirements: NRTL listed and labeled as complying with NFPA 70, Article 760.
- C. Signaling Line Circuits: Twisted, shielded pair, not less than No. 18 AWG and size as recommended by system manufacturer.
- D. Non-Power-Limited Circuits: Solid-copper conductors with 600 V rated, 75 deg C, color-coded insulation, and complying with requirements in UL 2196 for a two-hour rating.
  - 1. Low-Voltage Circuits: No. 16 AWG, minimum, in conduit.
  - 2. Line-Voltage Circuits: No. 12 AWG, minimum, in conduit.

## 2.3 CONNECTORS AND SPLICES

- A. Description: Factory-fabricated connectors, splices, and lugs of size, ampacity rating, material, type, and class for application and service indicated; listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and use.
- B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. 3M Electrical Products.
  - 2. ABB, Electrification Business.
  - 3. Hubbell Utility Solutions; Hubbell Incorporated.
  - 4. Ideal Industries, Inc.
  - 5. TE Connectivity Ltd.
- C. Jacketed Cable Connectors: For steel and aluminum jacketed cables, zinc die-cast with set screws, designed to connect conductors specified in this Section.
- D. Lugs: One piece, seamless, designed to terminate conductors specified in this Section.
  - 1. Material: Copper.
  - 2. Type: Two hole with long barrels.
  - 3. Termination: Compression.

## **PART 3 - EXECUTION**

### **3.1 CONDUCTOR MATERIAL APPLICATIONS**

- A. Feeders:
  - 1. Copper; solid for No. 10 AWG and smaller; stranded for No. 8 AWG and larger.
- B. Branch Circuits:
  - 1. Copper. Solid for No. 12 AWG and smaller; stranded for No. 10 AWG and larger.
- C. Power-Limited Fire Alarm and Control: Solid for No. 12 AWG and smaller.

### **3.2 CONDUCTOR INSULATION AND MULTICONDUCTOR CABLE APPLICATIONS AND WIRING METHODS**

- A. Exposed Feeders Including on Roofs and in Crawlspace:: Type XHHW-2, single conductors in raceway.
- B. Feeders Concealed in Ceilings, Walls, Partitions, and Crawlspace: Type THHN/THWN-2 or Type XHHW-2, single conductors in raceway.
- C. Exposed Branch Circuits, on Roofs and in Tunnels: Type XHHW-2, single conductors in raceway.
- D. Branch Circuits Concealed in Ceilings, Chases, Walls, and Partitions: Type THHN/THWN-2 or Type XHHW-2, single conductors in raceway.

### **3.3 INSTALLATION, GENERAL**

- A. Conceal cables in finished walls, ceilings, and floors unless otherwise indicated.
- B. Complete raceway installation between conductor and cable termination points according to Section 26 05 33 "Raceways and Boxes for Electrical Systems" prior to pulling conductors and cables.
- C. Use 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.
- E. Install exposed cables parallel and perpendicular to surfaces of exposed structural members, and follow surface contours where possible.
- F. Support cables according to Section 26 05 29 "Hangers and Supports for Electrical Systems."

### 3.4 INSTALLATION OF FIRE-ALARM WIRE AND CABLE

- A. Comply with NFPA 72.
- B. Wiring Method: Install wiring in metal pathway according to Section 27 05 28.29 "Hangers and Supports for Communications Systems."
  - 1. Fire-alarm circuits and equipment control wiring associated with fire-alarm system must be installed in conduit.
    - a. Cables and pathways used for fire-alarm circuits, and equipment control wiring associated with fire-alarm system, may not contain any other wire or cable.
  - 2. Signaling Line Circuits: Power-limited fire-alarm cables must not be installed in the same cable or pathway as signaling line circuits.
- C. Wiring within Enclosures: Separate power-limited and non-power-limited conductors as recommended by manufacturer. Install conductors parallel with or at right angles to sides and back of the enclosure. Bundle, lace, and train conductors to terminal points with no excess. Connect conductors that are terminated, spliced, or interrupted in any enclosure associated with fire-alarm system to terminal blocks. Mark each terminal according to system's wiring diagrams. Make all connections with approved crimp-on terminal spade lugs, pressure-type terminal blocks, or plug connectors.
- D. Cable Taps: Use numbered terminal strips in junction, pull, and outlet boxes; cabinets; or equipment enclosures where circuit connections are made.
- E. Color-Coding: Color-code fire-alarm conductors differently from the normal building power wiring. Use one color-code for alarm circuit wiring and another for supervisory circuits. Color-code audible alarm-indicating circuits differently from alarm-initiating circuits. Use different colors for visible alarm-indicating devices. Paint fire-alarm system junction boxes and covers red.

### 3.5 CONNECTIONS

- A. 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-486B.
- B. Make splices, terminations, and taps that are compatible with conductor material and that possess equivalent or better mechanical strength and insulation ratings than unspliced conductors.
- C. Wiring at Outlets: Install conductor at each outlet, with at least 6 inch of slack.
- D. Comply with requirements in Section 28 46 21 "Addressable Fire-Alarm Systems" for connecting, terminating, and identifying wires and cables.

### 3.6 IDENTIFICATION

- A. Identify and color-code conductors and cables according to Section 26 05 53 "Identification for Electrical Systems."

- B. Identify each spare conductor at each end with identity number and location of other end of conductor, and identify as spare conductor.

### 3.7 SLEEVE AND SLEEVE-SEAL INSTALLATION FOR ELECTRICAL PENETRATIONS

- A. Install sleeves and sleeve seals at penetrations of exterior floor and wall assemblies. Comply with requirements in Section 26 05 44 "Sleeves and Sleeve Seals for Electrical Raceways and Cabling."

### 3.8 FIRESTOPPING

- A. Apply firestopping to electrical penetrations of fire-rated floor and wall assemblies to restore original fire-resistance rating of assembly according to Section 07 84 13 "Penetration Firestopping."

### 3.9 VOLTAGE DROP REQUIREMENTS

- A. Feeders: Feeders shall be sized for maximum voltage drop of 2%.
- B. Branch circuits:
  - 1. Do not use wire smaller than No. 12 AWG (unless otherwise noted) for branch circuit wiring, including motor circuits. All 20 amp, 120 volt and 277 volt branch circuit homeruns (to panelboard) serving receptacles, equipment and lighting shall be No. 10 AWG minimum to first outlet or light fixture.
  - 2. Size 120V branch circuit Home Runs for length of run on the following basis:
    - a. 0 to 100 ft. run from panelboard to first outlet: No. 10 AWG minimum.
    - b. 101 to 150 ft. run: increase one wire size, i.e.; No. 10 AWG becomes No. 8 AWG to first outlet.
    - c. 151 to 250 ft. run: wiring shall be No. 6 AWG minimum size to first outlet.
    - d. For other branch circuits, size conductors so that voltage drop does not exceed 3%.

### 3.10 FIELD QUALITY CONTROL

- A. Tests and Inspections:
  - 1. After installing conductors and cables and before electrical circuitry has been energized, test service entrance and feeder conductors for compliance with requirements.
  - 2. After installing conductors and cables and before electrical circuitry has been energized, test feeder conductors and conductors feeding all mechanical equipment and services for compliance with requirements:
  - 3. Perform each of the following visual and electrical tests:
    - a. Inspect exposed sections of conductor and cable for physical damage and correct connection according to the single-line diagram.
    - b. Test bolted connections for high resistance using one of the following:
      - 1) A low-resistance ohmmeter.
      - 2) Calibrated torque wrench.

3) Thermographic survey.

- c. Inspect compression-applied connectors for correct cable match and indentation.
- d. Inspect for correct identification.
- e. Inspect cable jacket and condition.
- f. Insulation-resistance test on each conductor for ground and adjacent conductors. Apply a potential of 500 V(dc) for 300 V rated cable and 1000 V(dc) for 600 V rated cable for a one-minute duration.
- g. Continuity test on each conductor and cable.
- h. Uniform resistance of parallel conductors.

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

C. Prepare test and inspection reports to record the following:

- 1. Procedures used.
- 2. Results that comply with requirements.
- 3. Results that do not comply with requirements, and corrective action taken to achieve compliance with requirements.

**END OF SECTION 26 05 19**

DIVISION 26 – ELECTRICAL  
**SECTION 26 05 23**  
**CONTROL-VOLTAGE ELECTRICAL POWER CABLES**

**PART 1 - GENERAL**

1.1 SUMMARY

- A. Section Includes:
1. Backboards.
  2. Category 6 balanced twisted pair cable.
  3. Balanced twisted pair cable hardware.
  4. RS-485 cable.
  5. Control cable.
  6. Control-circuit conductors.

1.2 ACTION SUBMITTALS

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

1.3 INFORMATIONAL SUBMITTALS

- A. Field quality-control reports.

**PART 2 - PRODUCTS**

2.1 PERFORMANCE REQUIREMENTS

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- B. Flame Travel and Smoke Density in Plenums: As determined by testing identical products according to NFPA 262, by a qualified testing agency. Identify products for installation in plenums with appropriate markings of applicable testing agency.
1. Flame Travel Distance: 60 inch or less.
  2. Peak Optical Smoke Density: 0.5 or less.
  3. Average Optical Smoke Density: 0.15 or less.
- C. Flame Travel and Smoke Density for Riser Cables in Non-Plenum Building Spaces: As determined by testing identical products according to UL 1666.
- D. Flame Travel and Smoke Density for Cables in Non-Riser Applications and Non-Plenum Building Spaces: As determined by testing identical products according to UL 1685.

## 2.2 BACKBOARDS

- A. Description: Plywood, fire-retardant treated, 3/4 by 48 by 96 inch. Comply with requirements for plywood backing panels in Section 06 10 00 "Rough Carpentry."
- B. Painting: Paint plywood on all sides and edges with two coats of gray eggshell, flame retardant paint. Comply with requirements in Section 09 91 23 "Interior Painting."

## 2.3 CATEGORY 6 BALANCED TWISTED PAIR CABLE

- A. Description: Four-pair, balanced-twisted pair cable, with internal spline, certified to meet transmission characteristics of Category 6 cable at frequencies up to 250 MHz.
- B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Belden Inc.
  - 2. CommScope, Inc.
  - 3. General Cable; Prysmian Group North America.
  - 4. Mohawk; a division of Belden Networking, Inc.
  - 5. Panduit Corp.
  - 6. Superior Essex Inc.; subsidiary of LS Corp.
- C. Standard: Comply with NEMA WC 66/ICEA S-116-732 and TIA-568-C.2 for Category 6 cables.
- D. Conductors: 100 ohm, No. 23 AWG solid copper.
- E. Shielding/Screening: Unshielded twisted pairs (UTP)].
- F. Cable Rating: Plenum.
- G. Jacket: White thermoplastic.

## 2.4 BALANCED TWISTED PAIR CABLE HARDWARE

- A. Description: Hardware designed to connect, splice, and terminate balanced twisted pair copper communications cable.
- B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Belden Inc.
  - 2. CommScope, Inc.
  - 3. Hubbell Premise Wiring; brand of Hubbell Electrical Solutions; Hubbell Incorporated.
  - 4. Panduit Corp.
- C. General Requirements for Balanced Twisted Pair Cable Hardware:
  - 1. Comply with the performance requirements of Category 6.
  - 2. Comply with TIA-568-C.2, IDC type, with modules designed for punch-down caps or tools.
  - 3. Cables must be terminated with connecting hardware of same category or higher.



- D. Source Limitations: Obtain balanced twisted pair cable hardware from same manufacturer as balanced twisted pair cable, from single source. Exception if the cable manufacturer partners with the hardware manufacturer for extended warranty
- E. Connecting Blocks: 110-style IDC for Category 6. Provide blocks for the number of cables terminated on the block, plus 25 percent spare, integral with connector bodies, including plugs and jacks where indicated.
- F. Patch Panel: Modular panels housing numbered jack units with IDC-type connectors at each jack location for permanent termination of pair groups of installed cables.
  - 1. Features:
    - a. Universal T568A and T568B wiring labels.
    - b. Labeling areas adjacent to conductors.
    - c. Replaceable connectors.
    - d. 24 or 48 ports.
  - 2. Construction: 16-gauge steel and mountable on 19 inch equipment racks.
  - 3. Number of Jacks per Field: One for each four-pair conductor group of indicated cables, plus spares and blank positions adequate to suit specified expansion criteria.
- G. Patch Cords: Factory-made, four-pair cables in 36 inch lengths; terminated with an eight-position modular plug at each end.
  - 1. Patch cords must have bend-relief-compliant boots and color-coded icons to ensure performance. Patch cords must have latch guards to protect against snagging.
- H. Plugs and Plug Assemblies:
  - 1. Male; eight position; color-coded modular telecommunications connector designed for termination of a single four-pair 100 ohm unshielded or shielded balanced twisted pair cable.
  - 2. Comply with IEC 60603-7-1, IEC 60603-7-2, IEC 60603-7-3, IEC 60603-7-4, and IEC 60603-7.5.
  - 3. Marked to indicate transmission performance.
- I. Jacks and Jack Assemblies:
  - 1. Female; eight position; modular; fixed telecommunications connector designed for termination of a single four-pair 100 ohm unshielded or shielded balanced twisted pair cable.
  - 2. Designed to snap-in to a patch panel or faceplate.
  - 3. Standards:
    - a. Category 6, unshielded balanced twisted pair cable must comply with IEC 60603-7-4.
  - 4. Marked to indicate transmission performance.
- J. Faceplate:
  - 1. Two or Four port, vertical single-gang faceplates designed to mount to single-gang wall boxes.
  - 2. Plastic Faceplate: High-impact plastic. Coordinate color with Section 26 27 26 "Wiring Devices."

3. For use with snap-in jacks accommodating any combination of balanced twisted pair, optical fiber, and coaxial work area cords.
  - a. Flush mounting jacks, positioning the cord at a 45-degree angle.

K. Legend:

1. Machine printed, in the field, using adhesive-tape label.
2. Snap-in, clear-label covers and machine-printed paper inserts.

## 2.5 RS-232 CABLE

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

1. Allied Wire & Cable Inc.
2. Belden Inc.
3. General Cable; Prysmian Group North America.
4. Southwire Company, LLC.

B. Plenum-Type, TIA 232-F:

1. No. 22 AWG, stranded (7x30) tinned copper conductors.
2. PE insulation.
3. Aluminum foil-polyester tape shield with 100 percent shield coverage.
4. Fluorinated ethylene propylene jacket.
5. Conductors are cabled on common axis with No. 24 AWG, stranded (7x32) tinned copper drain wire.
6. Flame Resistance: Comply with NFPA 262.

## 2.6 RS-485 CABLE

A. Plenum-Rated Cable: NFPA 70, Type CMP.

1. Paired, No. 22 AWG, stranded (7x30) tinned-copper conductors.
2. Fluorinated ethylene propylene insulation.
3. Unshielded.
4. Fluorinated ethylene propylene jacket.
5. Flame Resistance: NFPA 262.

## 2.7 CONTROL CABLE

A. Plenum-Rated, Paired Cable: NFPA 70, Type CMP.

1. Multi-pair, twisted, No. 16 AWG, stranded (19x29) tinned-copper conductors.
2. PVC insulation.
3. Unshielded.
4. PVC jacket.
5. Flame Resistance: Comply with NFPA 262.

## 2.8 CONTROL-CIRCUIT CONDUCTORS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Encore Wire Corporation.
  - 2. General Cable; Prysmian Group North America.
  - 3. Service Wire Co.
  - 4. Southwire Company, LLC.
- B. Class 1 Control Circuits: Stranded copper, Type THHN/THWN-2, complying with UL 83 in raceway.
- C. Class 2 Control Circuits: Stranded copper, Type THHN/THWN-2, complying with UL 83 in raceway.
- D. Class 3 Remote-Control and Signal Circuits: Stranded copper, Type THHN/THWN-2, complying with UL 83 in raceway.

## 2.9 SOURCE QUALITY CONTROL

- A. Factory test twisted pair cables according to TIA-568-C.2.
- B. Cable will be considered defective if it does not pass tests and inspections.
- C. Provide test and inspection reports.

# PART 3 - EXECUTION

## 3.1 EXAMINATION

- A. Test cables on receipt at Project site.
  - 1. Test each pair of twisted pair cable for open and short circuits.

## 3.2 INSTALLATION OF RACEWAYS AND BOXES

- A. Comply with requirements in Section 26 05 33 "Raceways and Boxes for Electrical Systems" for raceway selection and installation requirements for boxes, conduits, and wireways as supplemented or modified in this Section.
  - 1. Outlet boxes must be no smaller than 2 inch wide, 3 inch high, and 2-1/2 inch deep.
  - 2. Flexible metal conduit must not be used.
- B. Comply with TIA-569-D for pull-box sizing and length of conduit and number of bends between pull points.
- C. Install manufactured conduit sweeps and long-radius elbows if possible.
- D. Raceway Installation in Equipment Rooms:

1. Position conduit ends adjacent to a corner on backboard if a single piece of plywood is installed, or in the corner of the room if multiple sheets of plywood are installed around perimeter walls of the room.
  2. Install cable trays to route cables if conduits cannot be located in these positions.
  3. Secure conduits to backboard if entering the room from overhead.
  4. Extend conduits 3 inch above finished floor.
  5. Install metal conduits with grounding bushings and connect with grounding conductor to grounding system.
- E. Backboards: Install backboards with 96 inch dimension vertical. Butt adjacent sheets tightly and form smooth gap-free corners and joints.

### 3.3 INSTALLATION OF CONDUCTORS AND CABLES

- A. Comply with NECA 1.
- B. General Requirements for Cabling:
1. Comply with TIA-568-C Series of standards.
  2. Comply with BICSI ITSIMM, Ch. 5, "Copper Structured Cabling Systems."
  3. Terminate all conductors; cable must not contain unterminated elements. Make terminations only at indicated outlets, terminals, and cross-connect and patch panels.
  4. Cables may not be spliced and must be continuous from terminal to terminal. Do not splice cable between termination, tap, or junction points.
  5. Cables serving a common system may be grouped in a common raceway. Install network cabling and control wiring and cable in separate raceway from power wiring. Do not group conductors from different systems or different voltages.
  6. Secure and support cables at intervals not exceeding 30 inch and not more than 6 inch from cabinets, boxes, fittings, outlets, racks, frames, and terminals.
  7. Bundle, lace, and train conductors to terminal points without exceeding manufacturer's limitations on bending radii, but not less than radii specified in BICSI ITSIMM, Ch. 5, "Copper Structured Cabling Systems." Install lacing bars and distribution spools.
  8. Do not install bruised, kinked, scored, deformed, or abraded cable. Remove and discard cable if damaged during installation and replace it with new cable.
  9. Cold-Weather Installation: Bring cable to room temperature before dereeling. Do not use heat lamps for heating.
  10. Pulling Cable: Comply with BICSI ITSIMM, Ch. 5, "Copper Structured Cabling Systems." Monitor cable pull tensions.
  11. Support: Do not allow cables to lie on removable ceiling tiles.
  12. Secure: Fasten securely in place with hardware specifically designed and installed so as to not damage cables.
  13. Provide strain relief.
  14. Keep runs short. Allow extra length for connecting to terminals. Do not bend cables in a radius less than 10 times the cable OD. Use sleeves or grommets to protect cables from vibration at points where they pass around sharp corners and through penetrations.
  15. Ground wire must be copper, and grounding methods must comply with IEEE C2. Demonstrate ground resistance.
- C. Balanced Twisted Pair Cable Installation:
1. Comply with TIA-568-C.2.
  2. Install termination hardware as specified in Section 27 15 13 "Communications Copper Horizontal Cabling" unless otherwise indicated.

3. Do not untwist balanced twisted pair cables more than 1/2 inch at the point of termination to maintain cable geometry.
- D. Installation of Control-Circuit Conductors:
1. Install wiring in raceways.
  2. Use insulated spade lugs for wire and cable connection to screw terminals.
  3. Comply with requirements specified in Section 26 05 33 "Raceways and Boxes for Electrical Systems."
- E. Open-Cable Installation:
1. Install cabling with horizontal and vertical cable guides in telecommunications spaces with terminating hardware and interconnection equipment.
  2. Suspend copper cable not in a wireway or pathway a minimum of 8 inch above ceilings by cable supports not more than 30 inch apart.
  3. Cable must not be run through or on structural members or in contact with pipes, ducts, or other potentially damaging items. Do not run cables between structural members and corrugated panels.
- F. Installation of Cable Routed Exposed under Raised Floors:
1. Install plenum-rated cable only.
  2. Install cabling after the flooring system has been installed in raised floor areas.
  3. Below each feed point, neatly coil a minimum of 6 ft of cable in a coil not less than 12 inches in diameter.
- G. Separation from EMI Sources:
1. Comply with BICSI TDMM and TIA-569-D recommendations for separating unshielded copper voice and data communications cable from potential EMI sources including electrical power lines and equipment.
  2. Separation between open communications cables or cables in nonmetallic raceways and unshielded power conductors and electrical equipment must be as follows:
    - a. Electrical Equipment or Circuit Rating Less Than 2 kVA: A minimum of 5 inch.
    - b. Electrical Equipment or Circuit Rating between 2 and 5 kVA: A minimum of 12 inch.
    - c. Electrical Equipment or Circuit Rating More Than 5 kVA: A minimum of 24 inch.
  3. Separation between communications cables in grounded metallic raceways and unshielded power lines or electrical equipment must be as follows:
    - a. Electrical Equipment or Circuit Rating Less Than 2 kVA: A minimum of 2-1/2 inch.
    - b. Electrical Equipment or Circuit Rating between 2 and 5 kVA: A minimum of 6 inch.
    - c. Electrical Equipment or Circuit Rating More Than 5 kVA: A minimum of 12 inch.
  4. Separation between communications cables in grounded metallic raceways and power lines and electrical equipment located in grounded metallic conduits or enclosures must be as follows:
    - a. Electrical Equipment or Circuit Rating Less Than 2 kVA: No requirement.
    - b. Electrical Equipment or Circuit Rating between 2 and 5 kVA: A minimum of 3 inch.
    - c. Electrical Equipment or Circuit Rating More Than 5 kVA: A minimum of 6 inch.

5. Separation between Communications Cables and Electrical Motors and Transformers, 5 kVA or 5 HP and Larger: A minimum of 48 inch.
6. Separation between Communications Cables and Fluorescent Fixtures: A minimum of 5 inch.

### 3.4 REMOVAL OF CONDUCTORS AND CABLES

- A. Remove abandoned conductors and cables. Abandoned conductors and cables are those installed that are not terminated at equipment and are not identified with a tag for future use.

### 3.5 FIRESTOPPING

- A. Comply with requirements in Section 07 84 13 "Penetration Firestopping."
- B. Comply with TIA-569-D, Annex A, "Firestopping."
- C. Comply with BICSI TDMM, "Firestopping" Chapter.

### 3.6 GROUNDING

- A. For control-voltage wiring and cabling, comply with requirements in Section 26 05 26 "Grounding and Bonding for Electrical Systems."

### 3.7 IDENTIFICATION

- A. Comply with requirements for identification specified in Section 26 05 53 "Identification for Electrical Systems."
- B. Identify data and communications system components, wiring, and cabling according to TIA-606-B; label printers must use label stocks, laminating adhesives, and inks complying with UL 969.
- C. Identify each wire on each end and at each terminal with a number-coded identification tag. Each wire must have a unique tag.

### 3.8 FIELD QUALITY CONTROL

- A. Tests and Inspections:
  1. Visually inspect cable jacket materials for UL or third-party certification markings. Inspect cabling terminations to confirm color-coding for pin assignments, and inspect cabling connections to confirm compliance with TIA-568-C.1.
  2. Visually inspect cable placement, cable termination, grounding and bonding, equipment and patch cords, and labeling of all components.
  3. Test cabling for direct-current loop resistance, shorts, opens, intermittent faults, and polarity between conductors. Test operation of shorting bars in connection blocks. Test cables after termination, but not after cross-connection.

- a. Test instruments must meet or exceed applicable requirements in TIA-568-C.2. Perform tests with a tester that complies with performance requirements in its "Test Instruments (Normative)" Annex, complying with measurement accuracy specified in its "Measurement Accuracy (Informative)" Annex. Use only test cords and adapters that are qualified by test equipment manufacturer for channel or link test configuration.
- B. Document data for each measurement. Print data for submittals in a summary report that is formatted using Table 10.1 in BICSI TDMM as a guide, or transfer the data from the instrument to the computer, save as text files, print, and submit.
- C. End-to-end cabling will be considered defective if it does not pass tests and inspections.
- D. Prepare test and inspection reports.

**END OF SECTION 26 05 23**

**HANGERS AND SUPPORTS FOR ELECTRICAL SYSTEMS**

**PART 1 - GENERAL**

**1.1 SUMMARY**

- A. Section Includes:
  - 1. Support, anchorage, and attachment components.
  - 2. Fabricated metal equipment support assemblies.

**1.2 ACTION SUBMITTALS**

- A. Product Data: For each type of product.
  - 1. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes for the following:
    - a. Slotted support systems, hardware, and accessories.
    - b. Clamps.
    - c. Hangers.
    - d. Sockets.
    - e. Eye nuts.
    - f. Fasteners.
    - g. Anchors.
    - h. Saddles.
    - i. Brackets.
  - 2. Include rated capacities and furnished specialties and accessories.

**PART 2 - PRODUCTS**

**2.1 PERFORMANCE REQUIREMENTS**

- A. Surface-Burning Characteristics: Comply with ASTM E84; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.
  - 1. Flame Rating: Class 1.
  - 2. Self-extinguishing according to ASTM D635.

**2.2 SUPPORT, ANCHORAGE, AND ATTACHMENT COMPONENTS**

- A. Steel Slotted Support Systems: Preformed steel channels and angles with minimum 13/32 inch diameter holes at a maximum of 8 inch on center in at least one surface.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:



- a. CADDY; brand of nVent Electrical plc.
  - b. Cooper B-line; brand of Eaton, Electrical Sector.
  - c. Unistrut; Atkore International.
- 2. Standard: Comply with MFMA-4 factory-fabricated components for field assembly.
- 3. Material for Channel, Fittings, and Accessories: Carbon steel.
- 4. Channel Width: As Selected for applicable load criteria: 1-5/8 inch or 1-1/4 inch.
- 5. Nonmetallic Coatings: Manufacturer's standard PVC, polyurethane, or polyester coating applied according to MFMA-4.
- 6. Painted Coatings: Manufacturer's standard painted coating applied according to MFMA-4.
- B. Conduit and Cable Support Devices: Stainless steel clamps, and associated fittings, designed for types and sizes of raceway or cable to be supported.
- C. Support for Conductors in Vertical Conduit: Factory-fabricated assembly consisting of threaded body and insulating wedging plug or plugs for nonarmored electrical conductors or cables in riser conduits. Plugs must have number, size, and shape of conductor gripping pieces as required to suit individual conductors or cables supported. Body must be made of malleable iron.
- D. Structural Steel for Fabricated Supports and Restraints: ASTM A36/A36M steel plates, shapes, and bars; black and galvanized.
- E. Mounting, Anchoring, and Attachment Components: Items for fastening electrical items or their supports to building surfaces include the following:
  - 1. Powder-Actuated Fasteners: Threaded-steel stud, for use in hardened portland cement concrete, steel, or wood, with tension, shear, and pullout capacities appropriate for supported loads and building materials where used.
    - a. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
      - 1) Hilti, Inc.
      - 2) ITW Ramset/Red Head; Illinois Tool Works, Inc.
  - 2. Mechanical-Expansion Anchors: Insert-wedge-type, stainless steel, for use in hardened portland cement concrete, with tension, shear, and pullout capacities appropriate for supported loads and building materials where used.
    - a. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
      - 1) Hilti, Inc.
      - 2) ITW Ramset/Red Head; Illinois Tool Works, Inc.
  - 3. Concrete Inserts: Steel or malleable-iron, slotted support system units are similar to MSS Type 18 units and comply with MFMA-4 or MSS SP-58.
  - 4. Clamps for Attachment to Steel Structural Elements: MSS SP-58 units are suitable for attached structural element.
  - 5. Through Bolts: Structural type, hex head, and high strength. Comply with ASTM F3125/F3125M, Grade A325.
  - 6. Toggle Bolts: Stainless steel springhead type.
  - 7. Hanger Rods: Threaded steel.

## 2.3 FABRICATED METAL EQUIPMENT SUPPORT ASSEMBLIES

- A. Description: Welded or bolted structural-steel shapes, shop or field fabricated to fit dimensions of supported equipment.

## 2.4 ROOF SUPPORT ASSEMBLIES

- A. Description: nVent CADDY Pyramid 50 Foam-Based Support.
- B. Materials: Electrogalvanized Steel; Polyethylene.

# **PART 3 - EXECUTION**

## 3.1 SELECTION

- A. Comply with the following standards for selection and installation of hangers and supports, except where requirements on Drawings or in this Section are stricter:
  - 1. NECA NEIS 101
- B. Comply with requirements in Section 07 84 13 "Penetration Firestopping" for firestopping materials and installation for penetrations through fire-rated walls, ceilings, and assemblies.
- C. Comply with requirements for raceways and boxes specified in Section 26 05 33 "Raceway and Boxes for Electrical Systems."
- D. Maximum Support Spacing and Minimum Hanger Rod Size for Raceways: Space supports for EMT, IMC, and ERMC as required by NFPA 70. Minimum rod size must be 1/4 inch in diameter.
- E. Multiple Raceways or Cables: Install trapeze-type supports fabricated with steel slotted or other support system, sized so capacity can be increased by at least 25 percent in future without exceeding specified design load limits.
  - 1. Secure raceways and cables to these supports with two-bolt conduit clamps.

## 3.2 INSTALLATION OF SUPPORTS

- A. Raceway Support Methods: Conduit shall be supported by openings through structure members, in accordance with NFPA 70.
- B. Strength of Support Assemblies: Where not indicated, select sizes of components so strength will be adequate to carry present and future static loads within specified loading limits. Minimum static design load used for strength determination must be weight of supported components plus 200 lb.
- C. Mounting and Anchorage of Surface-Mounted Equipment and Components: Anchor and fasten electrical items and their supports to building structural elements by the following methods unless otherwise indicated by code:
  - 1. To Wood: Fasten with lag screws or through bolts.
  - 2. To New Concrete: Bolt to concrete inserts.

3. To Masonry: Approved toggle-type bolts on hollow masonry units and expansion anchor fasteners on solid masonry units.
  4. To Existing Concrete: Expansion anchor fasteners.
  5. Instead of expansion anchors, powder-actuated driven threaded studs provided with lock washers and nuts may be used in existing standard-weight concrete 4 inch thick or greater. Do not use for anchorage to lightweight-aggregate concrete or for slabs less than 4 inch thick.
  6. To Steel: Beam clamps (MSS SP-58, Type 19, 21, 23, 25, or 27), complying with MSS SP-69].
  7. To Light Steel: Sheet metal screws.
  8. Items Mounted on Hollow Walls and Nonstructural Building Surfaces: Mount cabinets, panelboards, disconnect switches, control enclosures, pull and junction boxes, transformers, and other devices on slotted-channel racks attached to substrate.
- D. Drill holes for expansion anchors in concrete at locations and to depths that avoid the need for reinforcing bars.

### 3.3 INSTALLATION OF FABRICATED METAL SUPPORTS

- A. Cut, fit, and place miscellaneous metal supports accurately in location, alignment, and elevation to support and anchor electrical materials and equipment.
- B. Field Welding: Comply with AWS D1.1/D1.1M. Submit welding certificates.

### 3.4 CONCRETE BASES

- A. Construct concrete bases of dimensions indicated, but not less than 4 inch larger in both directions than supported unit, and so anchors will be a minimum of 10 bolt diameters from edge of the base.
- B. Use 3000 psi, 28-day compressive-strength concrete. Concrete materials, reinforcement, and placement requirements are specified in Section 03 30 00 "Cast-in-Place Concrete."
- C. Anchor equipment to concrete base as follows:
  1. Place and secure anchorage devices. Use supported equipment manufacturer's setting drawings, templates, diagrams, instructions, and directions furnished with items to be embedded.
  2. Install anchor bolts to elevations required for proper attachment to supported equipment.
  3. Install anchor bolts according to anchor-bolt manufacturer's written instructions.

### 3.5 PAINTING

- A. Touchup:
  1. Clean field welds and abraded areas of shop paint. Paint exposed areas immediately after erecting hangers and supports. Use same materials as used for shop painting. Comply with SSPC-PA 1 requirements for touching up field-painted surfaces.
    - a. Apply paint by brush or spray to provide minimum dry film thickness of 2.0 mils.
- B. Galvanized Surfaces: Clean welds, bolted connections, and abraded areas and apply galvanizing-repair paint to comply with ASTM A780.

**END OF SECTION 26 05 29**

DIVISION 26 – ELECTRICAL  
**SECTION 26 05 33**  
**RACEWAY AND BOXES FOR ELECTRICAL SYSTEMS**

**PART 1 - GENERAL**

**1.1 SUMMARY**

- A. Section Includes:
1. Type EMT-S raceways and elbows.
  2. Type ERMC-S raceways, elbows, couplings, and nipples.
  3. Type IMC raceways.
  4. Type LFMC raceways.
  5. Fittings for conduit, tubing, and cable.
  6. Threaded metal joint compound.
  7. Solvent cements.
  8. Surface metal raceways and fittings.
  9. Wireways and auxiliary gutters.
  10. Metallic outlet boxes, device boxes, rings, and covers.
  11. Nonmetallic outlet boxes, device boxes, rings, and covers.
  12. Termination boxes.
  13. Cabinets, cutout boxes, junction boxes, pull boxes, and miscellaneous enclosures.
  14. Cover plates for device boxes.
  15. Hoods for outlet boxes.
- B. Related Requirements:
1. Section 26 05 19 "Low-Voltage for Electrical Power Conductors and Cables".

**1.2 ACTION SUBMITTALS**

- A. Product Data: For the following:
1. Wireways and auxiliary gutters.
  2. Surface metal raceways.
  3. Nonmetallic raceways.
  4. Cabinets, cutout boxes, and miscellaneous enclosures.

**PART 2 - PRODUCTS**

**2.1 TYPE EMT RACEWAYS AND ELBOWS**

- A. Performance Criteria:
1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.
  2. General Characteristics: UL 797 and UL Category Control Number FJMX.
- B. Steel Electrical Metal Tubing (EMT-S) and Elbows:

1. Material: Steel.
2. Options:
  - a. Exterior Coating: Zinc or Alternate corrosion-resistant coating.
  - b. Interior Coating: Zinc.
  - c. Minimum Trade Size: (trade size 3/4).

## 2.2 TYPE ERMIC RACEWAYS, ELBOWS, COUPLINGS, AND NIPPLES

### A. Performance Criteria:

1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.
2. General Characteristics: UL 6 and UL Category Control Number DYIX.

### B. Galvanized-Steel Electrical Rigid Metal Conduit (ERMIC-S-G), Elbows, Couplings, and Nipples:

1. Exterior Coating: Zinc.
2. Options:
  - a. Interior Coating: Zinc with organic top coating.
  - b. Minimum Trade Size: (trade size 3/4).

## 2.3 TYPE IMC RACEWAYS

### A. Performance Criteria:

1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.
2. General Characteristics: UL 1242 and UL Category Control Number DYBY.

### B. Steel Electrical Intermediate Metal Conduit (IMC):

1. Options:
  - a. Exterior Coating: Zinc or Alternative corrosion-resistant coating.
  - b. Interior Coating: Zinc.
  - c. Minimum Trade Size: (trade size 3/4).

## 2.4 TYPE LFMC RACEWAYS

### A. Performance Criteria:

1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.
2. General Characteristics: UL 360 and UL Category Control Number DXHR.

### B. Steel Liquidtight Flexible Metal Conduit (LFMC-S):

1. Material: Steel.
2. Options:
  - a. Minimum Trade Size: (trade size 3/4).

## 2.5 FITTINGS FOR CONDUIT, TUBING, AND CABLE

### A. Performance Criteria:

1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.

### B. Fittings for Type ERM, and Type IMC Raceways:

1. General Characteristics: UL 514B and UL Category Control Number DWTT.
2. Options:
  - a. Material: Steel.
  - b. Coupling Method: Raintight compression coupling.
  - c. Expansion and Deflection Fittings: UL 651 with flexible external bonding jumper.

### C. Fittings for Type EMT Raceways:

1. General Characteristics: UL 514B and UL Category Control Number FKAV.
2. Options:
  - a. Material: Steel.
  - b. Coupling Method: Compression coupling.
  - c. Conduit Fittings for Hazardous (Classified) Locations: UL 1203.
  - d. Expansion and Deflection Fittings: UL 651 with flexible external bonding jumper.

### D. Fittings for Type LFMC Raceways:

1. General Characteristics: UL 514B and UL Category Control Number DXAS.

## 2.6 ELECTRICALLY CONDUCTIVE CORROSION-RESISTANT COMPOUNDS FOR THREADED CONDUIT

### A. Performance Criteria:

1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.
2. General Characteristics: UL 2419 and UL Category Control Number FOIZ.

## 2.7 SURFACE METAL RACEWAYS AND FITTINGS

### A. Performance Criteria:

1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.
2. General Characteristics: UL 5 and UL Category Control Number RJBT.

### B. Surface Metal Raceways and Fittings with Metal Covers:

1. Options:
  - a. Galvanized steel base with snap-on covers.
  - b. Manufacturer's standard enamel finish in color selected by Architect.
  - c. Wiring Channels: Dual. Multiple channels must be capable of housing a standard 20 to 30 A NEMA device flush within the raceway.

## 2.8 WIREWAYS AND AUXILIARY GUTTERS

### A. Performance Criteria:

1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.
2. General Characteristics: UL 870 and UL Category Control Number ZOYX.

### B. Metal Wireways and Auxiliary Gutters:

1. Additional Characteristics:
  - a. Fittings and Accessories: Include covers, 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.
  - b. Finish: Manufacturer's standard enamel finish.
2. Options:
  - a. Degree of Protection: Type 12 unless otherwise indicated.
  - b. Wireway Covers: Flanged-and-gasketed type unless otherwise indicated.

## 2.9 METALLIC OUTLET BOXES, DEVICE BOXES, RINGS, AND COVERS

### A. Performance Criteria:

1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.
2. General Characteristics: UL 514A and UL Category Control Number QCIT.

### B. Metallic Outlet Boxes:

1. Description: Box having pryout openings, knockouts, threaded entries, or hubs in either the sides of the back, or both, for entrance of conduit, conduit or cable fittings, or cables, with provisions for mounting outlet box cover, but without provisions for mounting wiring device directly to box.
2. Options:
  - a. Material: Cast metal.
  - b. Cast-Metal Depth: Minimum 2.4 inch.
  - c. Luminaire Outlet Boxes and Covers: Nonadjustable, listed and labeled for attachment of luminaire weighing up to 50 lb.

### C. Metallic Device Boxes:

1. Description: Box with provisions for mounting wiring device directly to box.
2. Options:
  - a. Material: Cast metal.
  - b. Cast-Metal Depth: minimum 2.4 inch.

### D. Metallic Extension Rings:



1. Description: Ring intended to extend sides of outlet box or device box to increase box depth, volume, or both.

## 2.10 TERMINATION BOXES

- A. Description: Enclosure for termination base consisting of lengths of bus bars, terminal strips, or terminal blocks with provision for wire connectors to accommodate incoming or outgoing conductors or both.
- B. Performance Criteria:
  1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.
  2. General Characteristics: UL 1773 and UL Category Control Number XCKT.
- C. Termination Boxes and Termination Bases for Installation on Load Side of Service Equipment:
  1. Additional Characteristics: Listed and labeled for installation on load side of service equipment.

## 2.11 CABINETS, CUTOUT BOXES, JUNCTION BOXES, PULL BOXES, AND MISCELLANEOUS ENCLOSURES

- A. Performance Criteria:
  1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.
  2. General Characteristics:
    - a. Non-Environmental Characteristics: UL 50.
    - b. Environmental Characteristics: UL 50E.
- B. Indoor Sheet Metal Cabinets:
  1. Description: Enclosure provided with frame, mat, or trim in which swinging door or doors are or can be hung.
  2. Additional Characteristics: UL Category Control Number CYIV.
  3. Options:
    - a. Degree of Protection: Type 12.
- C. Indoor Sheet Metal Junction and Pull Boxes:
  1. Description: Box with a blank cover that serves the purpose of joining different runs of raceway or cable.
  2. Additional Characteristics: UL Category Control Number BGUZ.
  3. Options:
    - a. Degree of Protection: Type 12.

## 2.12 COVER PLATES FOR DEVICES BOXES

- A. Performance Criteria:

1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.
  2. General Characteristics:
    - a. Reference Standards: UL 514D and UL Category Control Numbers QCIT and QCMZ.
    - b. Wallplate-Securing Screws: Metal with head color to match wallplate finish.
- B. Metallic Cover Plates for Device Boxes:
1. Options:
    - a. Damp and Wet Locations: Listed, labeled, and marked for location and use. Provide gaskets and accessories necessary for compliance with listing.
    - b. Wallplate Material: 0.032 inch thick Type 302/304 non-magnetic stainless steel with brushed finish.

## 2.13 HOODS FOR OUTLET BOXES

- A. Performance Criteria:
1. Regulatory Requirements: Listed and labeled in accordance with NFPA 70 and marked for intended location and use.
  2. General Characteristics:
    - a. Reference Standards:
      - 1) UL 514D and UL Category Control Numbers QCIT and QCMZ.
      - 2) Receptacle, hood, cover plate, gaskets, and seals comply with UL 498 Supplement SA when mated with box or enclosure complying with UL 514A, UL 514C, or UL 50E.
    - b. Mounts to box using fasteners different from wiring device.
- B. Extra-Duty, While-in-Use Hoods for Outlet Boxes:
1. Additional Characteristics: Marked "Extra-Duty" in accordance with UL 514D.
  2. Options:
    - a. Provides clear, weatherproof, "while-in-use" cover.
    - b. Manufacturer may combine nonmetallic device box with hood as extra-duty rated assembly.

## **PART 3 - EXECUTION**

### 3.1 SELECTION OF RACEWAYS

- A. Unless more stringent requirements are specified in Contract Documents or manufacturers' written instructions, comply with NFPA 70 for selection of raceways. Consult Architect for resolution of conflicting requirements.
- B. Outdoors:
1. Exposed and Subject to Severe Physical Damage: ERMIC.

- a. On Roofs.
  - 2. Exposed and Subject to Physical Damage: IMC.
    - a. Locations less than 2.5 m (8 ft) above grade.
  - 3. Exposed and Above Grade: Corrosion-resistant EMT.
  - 4. Connection to Vibrating Equipment (Including Transformers and Hydraulic, Pneumatic, Electric Solenoid, or Motor-Driven Equipment): LFMC.
- C. Indoors:
- 1. Exposed and Subject to Severe Physical Damage: ERM. Subject to severe physical damage includes the following locations:
    - a. Pipe Tunnels.
    - b. Mechanical and Boiler Rooms.
  - 2. Exposed and Subject to Physical Damage: IMC. Subject to physical damage includes the following locations:
    - a. Locations less than 2.5 m (8 ft) above finished floor.
    - b. Stub-ups to above suspended ceilings.
  - 3. Exposed and Not Subject to Physical Damage: Surface Raceway.
  - 4. Concealed in Ceilings and Interior Walls and Partitions: EMT.
  - 5. Damp or Wet Locations: Corrosion-resistant EMT.
  - 6. Connection to Vibrating Equipment (Including Transformers and Hydraulic, Pneumatic, Electric Solenoid, or Motor-Driven Equipment): LFMC
- D. Raceway Fittings: Select fittings in accordance with NEMA FB 2.10 guidelines.
- 1. ERM and IMC: Provide threaded type fittings unless otherwise indicated.

### 3.2 SELECTION OF BOXES AND ENCLOSURES

- A. Unless more stringent requirements are specified in Contract Documents or manufacturers' written instructions, comply with NFPA 70 for selection of boxes and enclosures. Consult Architect for resolution of conflicting requirements.
- B. Degree of Protection:
  - 1. Outdoors:
    - a. Type 4 unless otherwise indicated.
    - b. Locations Exposed to Hosedown: Type 4X.
    - c. Locations Subject to Potential Flooding: Type 6P.
    - d. Locations Aboveground Where Mechanism Must Operate When Ice Covered: Type 3S.
  - 2. Indoors:
    - a. Type 1 unless otherwise indicated.
    - b. Damp or Dusty Locations (Boiler Room): Type 12.

c. Locations Exposed to Hosedown: Type 4.

C. Exposed Boxes Installed Less Than 2.5 m (8 ft) Above Floor:

1. Provide cast-metal boxes. Boxes with knockouts or unprotected openings are prohibited.

### 3.3 INSTALLATION OF RACEWAYS

A. Installation Standards:

1. Unless more stringent requirements are specified in Contract Documents or manufacturers' written instructions, comply with NFPA 70 for installation of raceways. Consult Architect for resolution of conflicting requirements.
2. Comply with NFPA 70 limitations for types of raceways allowed in specific occupancies and number of floors.
3. Comply with requirements in Section 26 05 29 "Hangers and Supports for Electrical Systems" for hangers and supports.
4. Comply with NECA NEIS 101 for installation of steel raceways.
5. Install raceways square to the enclosure and terminate at enclosures without hubs with locknuts on both sides of enclosure wall. Install locknuts hand tight, plus one-quarter turn more.
6. Terminate threaded conduits into threaded hubs or with locknuts on inside and outside of boxes or cabinets. Install bushings on conduits up to metric designator 35 (trade size 1-1/4) and insulated throat metal bushings on metric designator 41 (trade size 1-1/2) and larger conduits terminated with locknuts.
7. Raceway Terminations at Locations Subject to Moisture or Vibration:

B. General Requirements for Installation of Raceways:

1. Complete raceway installation before starting conductor installation.
2. Provide stub-ups through floors with coupling threaded inside for plugs, set flush with finished floor. Plug coupling until conduit is extended above floor to final destination or a minimum of 2 ft above finished floor.
3. Make bends in raceway using large-radius preformed ells except for parallel bends. Field bending must be in accordance with NFPA 70 minimum radii requirements. Provide only equipment specifically designed for material and size involved.
4. Conceal conduit within finished walls, ceilings, and floors unless otherwise indicated. Install conduits parallel or perpendicular to building lines.
5. Support conduit within 12 inch of enclosures to which attached.
6. Install raceway sealing fittings at accessible locations in accordance with NFPA 70. For concealed raceways, install fitting in flush steel box with blank cover plate having finish similar to that of adjacent plates or surfaces. Install raceway sealing fittings in accordance with NFPA 70.
7. Install devices to seal raceway interiors at accessible locations. Locate seals so no fittings or boxes are between the seal and the following changes of environments. Seal interior of raceways at the following points:
  - a. Where conduits pass from warm to cold locations.
  - b. Conduit extending from interior to exterior of building.
  - c. Where otherwise required by NFPA 70.
8. Do not install conduits within 2 inch of the bottom side of a metal deck roof.
9. Keep raceways at least 6 inch away from parallel runs of flues and steam or hot-water pipes. Install horizontal raceway runs above water and steam piping.

10. Cut conduit perpendicular to the length. For conduits metric designator 53 (trade size 2) and larger, use roll cutter or a guide to make cut straight and perpendicular to the length. Ream inside of conduit to remove burrs.
11. Install pull wires in empty raceways. Provide polypropylene or monofilament plastic line with not less than 200 lb tensile strength. Leave at least 12 inch of slack at both ends of pull wire. Cap underground raceways designated as spare above grade alongside raceways in use.

C. Requirements for Installation of Specific Raceway Types:

1. Types ERM and IMC:
  - a. Threaded Conduit Joints, Exposed to Wet, Damp, Corrosive, or Outdoor Conditions: Apply listed compound that maintains electrical conductivity to threads of raceway and fittings before making up joints. Follow compound manufacturer's written instructions.
2. Types FMC and LFMC:
  - a. Comply with NEMA RV 3. Provide a maximum of 36 inch of flexible conduit for, equipment subject to vibration, noise transmission, or movement; and for transformers and motors.
3. Types EPEC:
  - a. Do not install Type EPEC conduit where ambient temperature exceeds 122 deg F.
  - b. Comply with manufacturer's written instructions for solvent welding and fittings.

D. Raceways Embedded in Slabs:

1. Raceways larger than trade size 1 may be run below concrete slab. Secure raceways to reinforcement at maximum 10 ft intervals.
2. Arrange raceways to cross building expansion joints with expansion fittings at right angles to the joint.
3. Arrange raceways to ensure that each is surrounded by a minimum of 2 inch of concrete without voids.
4. Do not embed threadless fittings in concrete.
5. Change from EPEC to IMC before rising above floor.

E. Raceway Fittings: Install fittings in accordance with NEMA FB 2.10 guidelines.

1. EMT: Provide compression type, steel or cast-metal fittings. Comply with NEMA FB 2.10.
2. Flexible Conduit: Provide only fittings listed for use with flexible conduit type. Comply with NEMA FB 2.20.

### 3.4 INSTALLATION OF SURFACE RACEWAYS

- A. Install surface raceways only where conduit cannot be concealed in existing walls and where approved by architect, or indicated on Drawings.
- B. Install surface raceway with a minimum 2 inch radius control at bend points.
- C. Secure surface raceway with screws or other anchor-type devices at intervals not exceeding 48 inch mm) and with no less than two supports per straight raceway section. Support surface

raceway in accordance with manufacturer's written instructions. Tape and glue are unacceptable support methods.

### 3.5 INSTALLATION OF BOXES AND ENCLOSURES

- A. Provide boxes in wiring and raceway systems wherever required for pulling of wires, making connections, and mounting of devices or fixtures.
- B. Mount boxes at heights indicated on Drawings. If mounting heights of boxes are not individually indicated, give priority to ADA requirements. Install boxes with height measured to center of box unless otherwise indicated.
- C. Recessed Boxes in Masonry Walls: Saw-cut opening for box in center of cell of masonry block, and install box flush with surface of wall. Prepare block surfaces to provide a flat surface for a raintight connection between box and cover plate or supported equipment and box, whether installed indoors or outdoors.
- D. Horizontally separate boxes mounted on opposite sides of walls so they are not in the same vertical channel.
- E. Locate boxes so that cover or plate will not span different building finishes.
- F. Support boxes in recessed ceilings independent of ceiling tiles and ceiling grid.
- G. Support boxes of three gangs or more from more than one side by spanning two framing members or mounting on brackets specifically designed for purpose.
- H. Fasten junction and pull boxes to, or support from, building structure. Do not support boxes by conduits.
- I. Do not rely on locknuts to penetrate nonconductive coatings on enclosures. Remove coatings in the locknut area prior to assembling conduit to enclosure to ensure a continuous ground path.
- J. Boxes and Enclosures in Areas or Walls with Acoustical Requirements:
  - 1. Seal openings and knockouts in back and sides of boxes and enclosures with acoustically rated putty.
  - 2. Provide gaskets for wallplates and covers.

### 3.6 FIRESTOPPING

- A. Install firestopping at penetrations of fire-rated floor and wall assemblies. Comply with requirements in Section 07 84 13 "Penetration Firestopping."

### 3.7 PROTECTION

- A. Protect coatings, finishes, and cabinets from damage and deterioration.
  - 1. Repair damage to galvanized finishes with zinc-rich paint recommended by manufacturer.

### 3.8 CLEANING

- A. Boxes: Remove construction dust and debris from device boxes, outlet boxes, and floor-mounted enclosures before installing wallplates, covers, and hoods.

**END OF SECTION 26 05 33**

**SLEEVES AND SLEEVE SEALS FOR ELECTRICAL RACEWAYS & CABLING**

**PART 1 - GENERAL**

**1.1 SUMMARY**

A. Section Includes:

1. Round sleeves.
2. Sleeve-seal fittings.
3. Grout.

B. Related Requirements:

1. Section 07 84 13 "Penetration Firestopping" for penetration firestopping installed in fire-resistance-rated walls, horizontal assemblies, and smoke barriers, with and without penetrating items.

**1.2 ACTION SUBMITTALS**

A. Product Data: For each type of product.

**PART 2 - PRODUCTS**

**2.1 ROUND SLEEVES**

A. Steel Wall Sleeves:

1. General Characteristics: ASTM A53/A53M, Type E, Grade B, Schedule 40, zinc coated, plain ends and integral waterstop.

**2.2 SLEEVE-SEAL FITTINGS**

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

1. HoldRite; Reliance Worldwide Company.

B. General Characteristics: Manufactured plastic, sleeve-type, waterstop assembly made for embedding in concrete slab or wall. Unit must have plastic or rubber waterstop collar with center opening to match piping OD.

**2.3 GROUT**

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



1. W. R. Meadows, Inc.
- B. General Characteristics: Nonshrink; recommended for interior and exterior sealing openings in non-fire-rated walls or floors.
  1. Standard: ASTM C1107/C1107M, Grade B, post-hardening and volume-adjusting, dry, hydraulic-cement grout.
  2. Design Mix: 5000 psi, 28-day compressive strength.
  3. Packaging: Premixed and factory packaged.

### **PART 3 - EXECUTION**

#### **3.1 INSTALLATION OF SLEEVES FOR NON-FIRE-RATED ELECTRICAL PENETRATIONS**

- A. Sleeves for Conduits Penetrating Above-Grade, Non-Fire-Rated, Concrete and Masonry-Unit Floors and Walls:
  1. Interior Penetrations of Non-Fire-Rated Walls and Floors:
    - a. Seal space outside of sleeves with mortar or grout. Pack sealing material solidly between sleeve and wall or floor so no voids remain. Tool exposed surfaces smooth; protect material while curing.
    - b. Seal annular space between sleeve and raceway or cable, using joint sealant appropriate for size, depth, and location of joint. Comply with requirements in Section 07 92 00 "Joint Sealants."
  2. Use pipe sleeves unless penetration arrangement requires rectangular sleeved opening.
  3. Install sleeves for wall penetrations unless core-drilled holes or formed openings are used. Install sleeves during erection of walls. Cut sleeves to length for mounting flush with both surfaces of walls. Deburr after cutting.
- B. Sleeves for Conduits Penetrating Non-Fire-Rated Wall Assemblies:
  1. Use circular metal sleeves unless penetration arrangement requires rectangular sleeved opening.
  2. Seal space outside of sleeves with approved joint compound for wall assemblies.
- C. Roof-Penetration Sleeves: Seal penetration of individual raceways and cables with flexible boot-type flashing units applied in coordination with roofing work.

**END OF SECTION 26 05 44**

DIVISION 26 – ELECTRICAL  
**SECTION 26 05 53**  
**IDENTIFICATION FOR ELECTRICAL SYSTEMS**

**PART 1 - GENERAL**

1.1 SUMMARY

- A. Section Includes:
1. Labels.
  2. Bands.
  3. Signs.
  4. Miscellaneous identification products.

1.2 ACTION SUBMITTALS

- A. Product Data:
1. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes for electrical identification products.

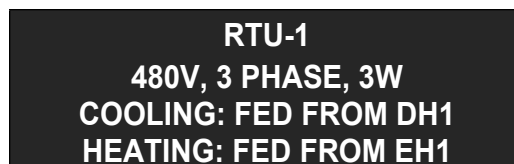
**PART 2 - PRODUCTS**

2.1 PERFORMANCE REQUIREMENTS

- A. Comply with ASME A13.1 and IEEE C2.
- B. Comply with 29 CFR 1910.144 for color identification of hazards; 29 CFR 1910.145 for danger, caution, warning, and safety instruction signs and tags; and the following:
1. Fire-protection and fire-alarm boxes, must be finished, painted, or suitably marked safety red.
  2. Control and telecommunications boxes, must be finished, painted, or suitably marked safety blue.
- C. Signs, labels, and tags required for personnel safety must comply with the following standards:
1. Safety Colors: NEMA Z535.1.
  2. Facility Safety Signs: NEMA Z535.2.
  3. Safety Symbols: NEMA Z535.3.
  4. Product Safety Signs and Labels: NEMA Z535.4.
  5. Safety Tags and Barricade Tapes for Temporary Hazards: NEMA Z535.5.
- D. Comply with NFPA 70E and Section 26 05 73 "Electrical Study" requirements for arc-flash warning labels.
- E. Adhesive-attached labeling materials, including label stocks, laminating adhesives, and inks used by label printers, must comply with UL 969.

## 2.2 COLOR AND LEGEND REQUIREMENTS

- A. Raceways and Cables Carrying Circuits at 1000 V or Less:
  - 1. White letters on black field.
  - 2. Legend: Indicate voltage and circuit number.
- B. Color-Coding for Phase-and Voltage-Level Identification, 1000 V or Less: Use colors listed below for all feeder and branch-circuit conductors.
  - 1. Color must be factory applied.
  - 2. Colors for 208Y/120 V Circuits:
    - a. Phase A: Black.
    - b. Phase B: Red.
    - c. Phase C: Blue.
  - 3. Colors for 480Y/277 V Circuits:
    - a. Phase A: Brown.
    - b. Phase B: Orange.
    - c. Phase C: Yellow.
  - 4. Color for Neutral: gray.
  - 5. Color for Equipment Grounds: Green or Green with yellow stripe.
- C. Equipment Identification Labels:
  - 1. White letters on black field.
  - 2. Include Equipment Name, Voltage, Phase, Wires, and Fed From Location:



## 2.3 LABELS

- A. Vinyl Wraparound Labels: Preprinted, flexible labels laminated with clear, weather- and chemical-resistant coating and matching wraparound clear adhesive tape for securing label ends.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Brady Corporation.
    - b. Marking Services Inc.
    - c. Panduit Corp.
    - d. Seton Identification Products; a Brady Corporation company.
- B. Snap-Around Labels: Slit, pretensioned, flexible, preprinted, color-coded acrylic sleeves, with diameters sized to suit diameters and that stay in place by gripping action.

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Brady Corporation.
  - b. Panduit Corp.
  - c. Seton Identification Products; a Brady Corporation company.
- C. Self-Adhesive Wraparound Labels: Preprinted, 3 mil thick, vinyl flexible label with acrylic pressure-sensitive adhesive.
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Brady Corporation.
    - b. Ideal Industries, Inc.
    - c. Panduit Corp.
    - d. Seton Identification Products; a Brady Corporation company.
  2. Self-Lamination: Clear; UV-, weather- and chemical-resistant; self-laminating, protective shield over legend. Labels sized such that clear shield overlaps entire printed legend.
  3. Marker for Labels:
    - a. Machine-printed, permanent, waterproof, black ink recommended by printer manufacturer.
- D. Self-Adhesive Labels: Vinyl, thermal, transfer-printed, 3 mil thick, multicolor, weather- and UV-resistant, pressure-sensitive adhesive labels, configured for intended use and location.
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Brady Corporation.
    - b. Ideal Industries, Inc.
    - c. Panduit Corp.
    - d. Seton Identification Products; a Brady Corporation company.
  2. Minimum Nominal Size:
    - a. 1/2 by 2 inch for raceway and conductors.
    - b. 3-1/2 by 5 inch for equipment.

## 2.4 BANDS

- A. Snap-Around, Color-Coding Bands: Slit, pretensioned, flexible, solid-colored acrylic sleeves, 2 inch long, with diameters sized to suit diameters and that stay in place by gripping action.
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Brady Corporation.
    - b. Panduit Corp.
    - c.

## 2.5 SIGNS

- A. Laminated Acrylic or Melamine Plastic Signs:
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

- a. Brady Corporation.
  - b. Carlton Industries, LP.
  - c. Seton Identification Products; a Brady Corporation company.
- 2. Engraved legend.
- 3. Thickness:
  - a. Minimum 1/16 inch thick.
  - b. Engraved legend with white letters on black face.
  - c. Punched or drilled for mechanical fasteners with 1/4 inch grommets in corners for mounting.
  - d. Framed with mitered acrylic molding and arranged for attachment at applicable equipment.

## 2.6 MISCELLANEOUS IDENTIFICATION PRODUCTS

- A. Paint: Comply with requirements in painting Sections for paint materials and application requirements. Retain paint system applicable for surface material and location (exterior or interior).
- B. Fasteners for Labels and Signs: Self-tapping, stainless steel screws or stainless steel machine screws with nuts and flat and lock washers.

## **PART 3 - EXECUTION**

### 3.1 PREPARATION

- A. Self-Adhesive Identification Products: Before applying electrical identification products, clean substrates of substances that could impair bond, using materials and methods recommended by manufacturer of identification product.

### 3.2 INSTALLATION

- A. Verify and coordinate identification names, abbreviations, colors, and other features with requirements in other Sections requiring identification applications, Drawings, Shop Drawings, manufacturer's wiring diagrams, and operation and maintenance manual. Use consistent designations throughout Project.
- B. Install identifying devices before installing acoustical ceilings and similar concealment.
- C. Verify identity of item before installing identification products.
- D. Coordinate identification with Project Drawings, manufacturer's wiring diagrams, and operation and maintenance manual.
- E. Apply identification devices to surfaces that require finish after completing finish work.
- F. Install signs with approved legend to facilitate proper identification, operation, and maintenance of electrical systems and connected items.
- G. System Identification for Raceways and Cables under 1000 V: Identification must completely encircle cable and conduit. Place identification of two-color markings in contact, side by side.

1. Secure tight to surface of conductor, cable, or raceway.
- H. Auxiliary Electrical Systems Conductor Identification: Identify field-installed alarm, control, and signal connections.
- I. Vinyl Wraparound Labels:
1. Secure tight to surface of raceway or cable at location with high visibility and accessibility.
  2. Attach labels that are not self-adhesive type with clear vinyl tape, with adhesive appropriate to location and substrate.
- J. Snap-Around Labels: Secure tight to surface at location with high visibility and accessibility.
- K. Self-Adhesive Wraparound Labels: Secure tight to surface at location with high visibility and accessibility.
- L. Self-Adhesive Labels:
1. Install unique designation label that is consistent with wiring diagrams, schedules, and operation and maintenance manual.
  2. Unless otherwise indicated, provide single line of text with 1/2 inch high letters on 1-1/2 inch high label; where two lines of text are required, use labels 2 inch high.
- M. Snap-Around Color-Coding Bands: Secure tight to surface at location with high visibility and accessibility.
- N. Heat-Shrink, Preprinted Tubes: Secure tight to surface at location with high visibility and accessibility.
- O. Marker Tapes: Secure tight to surface at location with high visibility and accessibility.
- P. Floor Marking Tape: Apply stripes to finished surfaces following manufacturer's instructions.
- Q. Baked-Enamel Signs:
1. Attach signs that are not self-adhesive type with mechanical fasteners appropriate to location and substrate.
  2. Unless otherwise indicated, provide single line of text with 1/2 inch high letters on minimum 1-1/2 inch high sign; where two lines of text are required, use signs minimum 2 inch high.
- R. Laminated Acrylic or Melamine Plastic Signs:
1. Attach signs that are not self-adhesive type with mechanical fasteners appropriate to location and substrate.
  2. Unless otherwise indicated, provide single line of text with 1/2 inch high letters on 1-1/2 inch high sign; where two lines of text are required, use labels 2 inch high.

### 3.3 IDENTIFICATION SCHEDULE

- A. Install identification materials and devices at locations for most convenient viewing without interference with operation and maintenance of equipment. Install access doors or panels to provide view of identifying devices.

- B. Identify conductors, cables, and terminals in enclosures and at junctions, terminals, pull points, and locations of high visibility. Identify by system and circuit designation.
- C. Accessible Raceways and Metal-Clad Cables, 1000 V or Less, for Service, Feeder, and Branch Circuits: Identify with self-adhesive vinyl tape applied in bands.
  - 1. Locate identification at changes in direction, at penetrations of walls and floors, at 50 ft maximum intervals in straight runs, and at 25 ft maximum intervals in congested areas.
- D. Power-Circuit Conductor Identification, 1000 V or Less: For conductors in pull and junction boxes, or panelboards and equipment, use vinyl wraparound labels, self-adhesive wraparound labels, or snap-around color-coding bands to identify circuit.
  - 1. Locate identification at changes in direction, at penetrations of walls and floors, at 50 ft maximum intervals in straight runs, and at 25 ft maximum intervals in congested areas.
- E. Control-Circuit Conductor Identification: For conductors and cables in pull and junction boxes, or cabinets, use self-adhesive labels with conductor or cable designation, origin, and destination.
- F. Workspace Indication: Apply floor marking tape to finished surfaces. Show working clearances in direction of access to live parts. Workspace must comply with NFPA 70 and 29 CFR 1926.403 unless otherwise indicated. Do not install at flush-mounted panelboards and similar equipment in finished spaces.
- G. Arc Flash Warning Labeling: Self-adhesive labels.
- H. Equipment Identification Labels:
  - 1. Indoor Equipment: Laminated acrylic or melamine plastic sign.
  - 2. Outdoor Equipment: Laminated acrylic or melamine sign.
  - 3. Equipment to Be Labeled:
    - a. Panelboards: Typewritten directory of circuits in location provided by panelboard manufacturer. Panelboard identification must be in form of engraved laminated acrylic or melamine label.
    - b. Enclosures and electrical cabinets.
    - c. Access doors and panels for concealed electrical items.
    - d. Enclosed switches.
    - e. Enclosed circuit breakers.
    - f. Enclosed controllers.
    - g. Variable-speed controllers.
    - h. Mechanical equipment.

**END OF SECTION 26 05 53**

## **PART 1 - GENERAL**

### 1.1 SUMMARY

- A. Section Includes:
1. General-use switches, dimmer switches, and fan-speed controller switches.
  2. General-grade duplex straight-blade receptacles.
  3. Receptacles with ground-fault protective devices.

### 1.2 ACTION SUBMITTALS

- A. Product Data:
1. Toggle switches.
  2. Duplex straight-blade receptacles.
  3. Receptacles with GFCI device.

### 1.3 INFORMATIONAL SUBMITTALS

- A. Sample warranties.

### 1.4 WARRANTY FOR DEVICES

- A. Manufacturer warrants that devices perform in accordance with specified requirements and agrees to provide repair or replacement of devices that fail to perform as specified within warranty period of one year.

## **PART 2 - PRODUCTS**

### 2.1 GENERAL-USE SWITCHES

- A. Toggle Switch:
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Hubbell Wiring Device-Kellems; brand of Hubbell Electrical Solutions; Hubbell Incorporated.
    - b. Leviton Manufacturing Co., Inc.
    - c. Pass & Seymour; Legrand North America, LLC.



2. Regulatory Requirements:
  - a. Listed and labeled in accordance with NFPA 70, by qualified electrical testing laboratory recognized by authorities having jurisdiction, and marked for intended location and application.
3. General Characteristics:
  - a. Reference Standards: UL CCN WMUZ and UL 20.
4. Options:
  - a. Device Color: White.
  - b. Configuration:
    - 1) Extra-heavy-duty, 120-277 V, 20 A, single pole, three way or four way.
5. Accessories:
  - a. Cover Plate: Stainless steel.
  - b. Securing Screws for Cover Plate: Metal with head color matching wallplate finish.

## 2.2 GENERAL-GRADE DUPLEX STRAIGHT-BLADE RECEPTACLES

- A. Duplex Straight-Blade Receptacle:
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Hubbell Wiring Device-Kellems; brand of Hubbell Electrical Solutions; Hubbell Incorporated.
    - b. Leviton Manufacturing Co., Inc.
    - c. Pass & Seymour; Legrand North America, LLC.
  2. Regulatory Requirements:
    - a. Listed and labeled in accordance with NFPA 70, by qualified electrical testing laboratory recognized by authorities having jurisdiction, and marked for intended location and application.
  3. General Characteristics:
    - a. Reference Standards: UL CCN RTRT and UL 498.
  4. Options:
    - a. Device Color: White.
    - b. Configuration:
      - 1) Extra-heavy-duty, NEMA 5-20R
  5. Accessories:
    - a. Cover Plate: Stainless steel.
    - b. Securing Screws for Cover Plate: Metal with head matching wallplate finish.

## 2.3 RECEPTACLES WITH GROUND-FAULT PROTECTIVE DEVICES

- A. General-Grade, Weather-Resistant, Tamper-Resistant Duplex Straight-Blade Receptacle with GFCI Device:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Hubbell Wiring Device-Kellems; brand of Hubbell Electrical Solutions; Hubbell Incorporated.
    - b. Leviton Manufacturing Co., Inc.
    - c. Pass & Seymour; Legrand North America, LLC.
  - 2. Regulatory Requirements:
    - a. Listed and labeled in accordance with NFPA 70, by qualified electrical testing laboratory recognized by authorities having jurisdiction, and marked for intended location and application.
  - 3. General Characteristics:
    - a. Reference Standards: UL CCN KCXS, UL 498, and UL 943.
  - 4. Options:
    - a. Device Color: White.
    - b. Configuration: Heavy-duty, NEMA 5-20R.
  - 5. Accessories:
    - a. Cover Plate: Stainless steel.
    - b. Securing Screws for Cover Plate: Metal with head matching wallplate finish.

## **PART 3 - EXECUTION**

### 3.1 EXAMINATION

- A. Receptacles:
  - 1. Verify that receptacles to be procured and installed for Owner-furnished equipment are compatible with mating attachment plugs on equipment.

### 3.2 INSTALLATION OF SWITCHES

- A. Comply with manufacturer's instructions.
- B. Reference Standards:
  - 1. Unless more stringent requirements are specified in Contract Documents or manufacturers' instructions, comply with installation instructions in NECA NEIS 130.

2. Mounting Heights: Unless otherwise indicated in Contract Documents, comply with mounting heights recommended in NECA NEIS 1.
3. Consult Architect for resolution of conflicting requirements.

C. Identification:

1. Identify cover or cover plate for device with panelboard identification and circuit number in accordance with Section 26 05 53 "Identification for Electrical Systems."
  - a. Mark cover or cover plate using hot, stamped, machine printed label, white with black-filled lettering, and provide durable wire markers or tags inside device box or outlet box.

D. Interfaces with Other Work:

1. Coordinate installation of new products for with end device load requirements and existing conditions.

### 3.3 INSTALLATION OF STRAIGHT-BLADE RECEPTACLES

A. Comply with manufacturer's instructions.

B. Reference Standards:

1. Unless more stringent requirements are specified in Contract Documents or manufacturers' instructions, comply with installation instructions in NECA NEIS 130.
2. Mounting Heights: Unless otherwise indicated in Contract Documents, comply with mounting heights recommended in NECA NEIS 1.
3. Receptacle Orientation: Unless otherwise indicated in Contract Documents, orient receptacle to match configuration diagram in NEMA WD 6.
4. Consult Architect for resolution of conflicting requirements.

C. Identification:

1. Identify cover or cover plate for device with panelboard identification and circuit number in accordance with Section 26 05 53 "Identification for Electrical Systems."
  - a. Mark cover or cover plate using hot, stamped, machine printed label, white with black-filled lettering, and provide durable wire markers or tags inside device box or Interfaces with Other Work:

D. Tests and Inspections:

1. Perform tests and inspections in accordance with manufacturers' instructions.

E. Nonconforming Work:

1. Unit will be considered defective if it does not pass tests and inspections.
2. Remove and replace defective units and retest.

F. Assemble and submit test and inspection reports.

### 3.4 FIELD QUALITY CONTROL OF STRAIGHT-BLADE RECEPTACLES

#### A. Tests and Inspections:

1. Insert and remove test plug to verify that device is securely mounted.
2. Verify polarity of hot and neutral pins.
3. Measure line voltage.
4. Measure percent voltage drop.
5. Measure grounding circuit continuity; impedance must be not greater than 2 ohms.
6. Perform additional installation and maintenance inspections and diagnostic tests in accordance with NECA NEIS 130 and manufacturers' instructions.

#### B. Nonconforming Work:

1. Device will be considered defective if it does not pass tests and inspections.
2. Remove and replace defective units and retest.

#### C. Assemble and submit test and inspection reports.

### 3.5 PROTECTION

#### A. Devices:

1. Schedule and sequence installation to minimize risk of contamination of wires and cables, devices, device boxes, outlet boxes, covers, and cover plates by plaster, drywall joint compound, mortar, cement, concrete, dust, paint, and other materials.
2. After installation, protect wires and cables, devices, device boxes, outlet boxes, covers, and cover plates from construction activities. Remove and replace items that are contaminated, defaced, damaged, or otherwise caused to be unfit for use prior to acceptance by Owner.

#### B. Cord Reels and Fittings:

1. After installation, protect cord reels and fittings from construction activities. Remove and replace items that are contaminated, defaced, damaged, or otherwise caused to be unfit for use prior to acceptance by Owner.

#### C. Connectors, Cords, and Plugs:

1. After installation, protect connectors, cords, and plugs from construction activities. Remove and replace items that are contaminated, defaced, damaged, or otherwise caused to be unfit for use prior to acceptance by Owner.

**END OF SECTION 26 27 26**

## **PART 1 - GENERAL**

### **1.1 SUMMARY**

A. Section Includes:

1. Cartridge fuses rated 600 V ac and less for use in the following:
  - a. Control circuits.
  - b. Enclosed controllers.
  - c. Enclosed switches.
2. Spare-fuse cabinets.

### **1.2 ACTION SUBMITTALS**

A. Product Data: For each type of product. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes for spare-fuse cabinets. Include the following for each fuse type indicated:

1. Ambient Temperature Adjustment Information: If ratings of fuses have been adjusted to accommodate ambient temperatures, provide list of fuses with adjusted ratings.
  - a. For each fuse having adjusted ratings, include location of fuse, original fuse rating, local ambient temperature, and adjusted fuse rating.
  - b. Provide manufacturer's technical data on which ambient temperature adjustment calculations are based.
2. Dimensions and manufacturer's technical data on features, performance, electrical characteristics, and ratings.
3. Current-limitation curves for fuses with current-limiting characteristics.

### **1.3 MAINTENANCE MATERIAL SUBMITTALS**

A. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.

1. Fuses: Equal to 10 percent of quantity installed for each size and type, but no fewer than three of each size and type.

## **PART 2 - PRODUCTS**

### **2.1 MANUFACTURERS**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Bussmann; Eaton, Electrical Sector.
  - 2. Littelfuse, Inc.
- B. Source Limitations: Obtain fuses, for use within a specific product or circuit, from single source from single manufacturer.

### **2.2 CARTRIDGE FUSES**

- A. Characteristics: NEMA FU 1, current-limiting, nonrenewable cartridge fuses with voltage ratings consistent with circuit voltages.
  - 1. Type RK-1: 250-V, zero- to 600-A rating, 200 kAIC, time delay.
  - 2. Type RK-5: 250-V, zero- to 600-A rating, 200 kAIC, time delay.
  - 3. Type J: 600-V, zero- to 600-A rating, 200 kAIC, time delay.
  - 4. Type L: 600-V, 601- to 6000-A rating, 200 kAIC, time delay.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- C. All fuses shall include indicator of fuse status.
- D. Comply with NEMA FU 1 for cartridge fuses.
- E. Comply with NFPA 70.
- F. Coordinate fuse ratings with utilization equipment nameplate limitations of maximum fuse size and with system short-circuit current levels.

### **2.3 SPARE-FUSE CABINET**

- A. Characteristics: Wall-mounted steel unit with full-length, recessed piano-hinged door and key-coded cam lock and pull.
  - 1. Size: Adequate for storage of spare fuses specified with 15 percent spare capacity minimum.
  - 2. Finish: Gray, baked enamel.
  - 3. Identification: "SPARE FUSES" in 1-1/2-inch-high letters on exterior of door.
  - 4. Fuse Pullers: For each size of fuse, where applicable and available, from fuse manufacturer.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Examine fuses before installation. Reject fuses that are moisture damaged or physically damaged.
- B. Examine holders to receive fuses for compliance with installation tolerances and other conditions affecting performance, such as rejection features.
- C. Examine utilization equipment nameplates and installation instructions. Install fuses of sizes and with characteristics appropriate for each piece of equipment.
- D. Evaluate ambient temperatures to determine if fuse rating adjustment factors must be applied to fuse ratings.
- E. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.2 FUSE APPLICATIONS**

- A. Cartridge Fuses:
  - 1. Feeders: Class L, time delay.
  - 2. Motor Branch Circuits: Class RK1 or RK-5, time delay.
  - 3. Large Motor Branch (601-4000 A): Class L, time delay.
  - 4. Power Electronics Circuits: Class J, high speed.
  - 5. Other Branch Circuits: Class J, time delay.
  - 6. Provide open-fuse indicator fuses or fuse covers with open fuse indication.

### **3.3 INSTALLATION**

- A. Install fuses in fusible devices. Arrange fuses so rating information is readable without removing fuse.

### **3.4 IDENTIFICATION**

- A. Install labels complying with requirements for identification specified in Section 26 05 53 "Identification for Electrical Systems" and indicating fuse replacement information inside of door of each fused switch and adjacent to each fuse block, socket, and holder.

**END OF SECTION 26 28 13**

DIVISION 26 – ELECTRICAL  
**SECTION 26 28 16**  
**ENCLOSED SWITCHES AND CIRCUIT BREAKERS**

**PART 1 - GENERAL**

**1.1 SUMMARY**

- A. Section Includes:
1. Fusible switches.
  2. Nonfusible switches.
  3. Molded-case circuit breakers (MCCBs).
  4. Enclosures.

**1.2 DEFINITIONS**

- A. GFEP: Ground-fault circuit-interrupter for equipment protection.
- B. GFLS: Ground-fault circuit-interrupter for life safety.
- C. SPDT: Single pole, double throw.

**1.3 ACTION SUBMITTALS**

1. For each type of enclosed switch, circuit breaker, accessory, and component indicated. Include nameplate ratings, dimensioned elevations, sections, weights, and manufacturers' technical data on features, performance, electrical characteristics, ratings, accessories, and finishes.
  2. Enclosure types and details for types other than UL 50E, Type 1.
  3. Current and voltage ratings.
  4. Short-circuit current ratings (interrupting and withstand, as appropriate).
  5. Detail features, characteristics, ratings, and factory settings of individual overcurrent protective devices, accessories, and auxiliary components.
- B. Shop Drawings: For enclosed switches and circuit breakers.
1. Include plans, elevations, sections, details, and attachments to other work.
  2. Include wiring diagrams for power, signal, and control wiring.
- C. Field Quality-Control Submittals:
1. Field quality-control reports.

**1.4 INFORMATIONAL SUBMITTALS**

- A. Sample warranties.



## 1.5 CLOSEOUT SUBMITTALS

- A. Warranty documentation.

## 1.6 MAINTENANCE MATERIAL SUBMITTALS

- A. Spare Parts: Furnish to Owner spare parts, for repairing enclosed switches and circuit breakers, that are packaged with protective covering for storage on-site and identified with labels describing contents. Include the following:

1. Fuses: Equal to 10 percent of quantity installed for each size and type, but no fewer than three of each size and type.

## 1.7 WARRANTY

- A. Installer Warranty: Installer warrants that fabricated and installed enclosed switches and circuit breakers perform in accordance with specified requirements and agrees to repair or replace components or products that fail to perform as specified within extended-warranty period.

1. Extended-Warranty Period: One year from date of Substantial Completion; full coverage for labor, materials, and equipment.

- B. Manufacturer Warranty: Manufacturer warrants that enclosed switches and circuit breakers perform in accordance with specified requirements and agrees to provide repair or replacement of components or products that fail to perform as specified within extended-warranty period.

1. Extended-Warranty Period: One year from date of Substantial Completion; full coverage for labor, materials, and equipment.

# **PART 2 - PRODUCTS**

## 2.1 GENERAL REQUIREMENTS

- A. Source Limitations: Obtain products from single manufacturer.
- B. Product Selection for Restricted Space: Drawings indicate maximum dimensions for enclosed switches and circuit breakers, including clearances between enclosures, and adjacent surfaces and other items. Comply with indicated maximum dimensions.
- C. Electrical Components, Devices, and Accessories: Listed and labeled in accordance with NFPA 70, by qualified electrical testing laboratory recognized by authorities having jurisdiction, and marked for intended location and application.

## 2.2 FUSIBLE SWITCHES

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

1. Eaton.
2. Siemens Industry, Inc., Energy Management Division.
3. Square D; Schneider Electric USA.

B. Type HD, Heavy Duty:

1. Single throw.
2. Three pole.
3. 208 V or 480 V (as indicated on project drawings).
4. 200 A and smaller.
5. UL 98 and NEMA KS 1, horsepower rated, with clips or bolt pads to accommodate specified fuses.
6. Lockable handle with capability to accept three padlocks, and interlocked with cover in closed position.

C. Accessories:

1. Equipment Ground Kit: Internally mounted and labeled for copper and aluminum ground conductors.
2. Auxiliary Contact Kit: Two NO/NC (Form "C") auxiliary contact(s), arranged to activate before switch blades open. Contact rating - 24 V(ac).
3. Lugs: Mechanical type, suitable for number, size, and conductor material.

## 2.3 NONFUSIBLE SWITCHES

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

1. Eaton.
2. Siemens Industry, Inc., Energy Management Division.
3. Square D; Schneider Electric USA.

B. Type HD, Heavy Duty, Three Pole, Single Throw, 208 V or 480 V (as indicated on project drawings), 1200 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, lockable handle with capability to accept three padlocks, and interlocked with cover in closed position.

C. Accessories:

1. Equipment Ground Kit: Internally mounted and labeled for copper and aluminum ground conductors.
2. Auxiliary Contact Kit: Two NO/NC (Form "C") auxiliary contact(s), arranged to activate before switch blades open. Contact rating - 24 V(ac).
3. Lugs: Mechanical type, suitable for number, size, and conductor material.

## 2.4 MOLDED-CASE CIRCUIT BREAKERS

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

1. Square D; Schneider Electric USA (Match existing Panelboard).

B. Circuit breakers must be constructed using glass-reinforced insulating material. Current carrying components must be completely isolated from handle and accessory mounting area.

C. Circuit breakers must have toggle operating mechanism with common tripping of all poles, which provides quick-make, quick-break contact action. Circuit-breaker handle must be over center, be trip free, and reside in tripped position between on and off to provide local trip indication. Circuit-breaker escutcheon must be clearly marked on and off in addition to providing

international I/O markings. Equip circuit breaker with push-to-trip button, located on face of circuit breaker to mechanically operate circuit-breaker tripping mechanism for maintenance and testing purposes.

- D. Maximum ampere rating and UL, IEC, or other certification standards with applicable voltage systems and corresponding interrupting ratings must be clearly marked on face of circuit breaker. Circuit breakers must be 100 percent rated for available fault current.
- E. MCCBs must be equipped with device for locking in isolated position.
- F. Lugs must be suitable for 90 deg C rated wire, sized in accordance with 75 deg C temperature rating in NFPA 70.
- G. Standard: Comply with UL 489 with required interrupting capacity for available fault currents.
- H. Thermal-Magnetic Circuit Breakers: Inverse time-current thermal element for low-level overloads and instantaneous magnetic trip element for short circuits. Adjustable magnetic trip setting for circuit-breaker frame sizes 250 A and larger.
- I. Current-Limiting Circuit Breakers: Frame sizes 400 A and smaller, and let-through ratings less than NEMA FU 1, RK-5.
- J. Features and Accessories:
  - 1. Standard frame sizes, trip ratings, and number of poles.
  - 2. Application Listing: Appropriate for application; Type HACR for mechanical loads.
  - 3. Lugs: Mechanical type, suitable for number, size, trip ratings, and conductor material.

## 2.5 ENCLOSURES

- A. Enclosed Switches and Circuit Breakers: UL 489, NEMA KS 1, UL 50E, and UL 50, to comply with environmental conditions at installed location.
- B. Enclosure Finish: Enclosure must be gray baked enamel paint, electrodeposited on cleaned, phosphatized galvanized steel (UL 50E Types 12).
- C. Conduit Entry: UL 50E Types 4, 4X, and 12 enclosures may not contain knockouts. UL 50E Types 7 and 9 enclosures must be provided with threaded conduit openings in both endwalls.
- D. Operating Mechanism: directly operable through dead front trim of enclosure (UL 50E Type 3R. Cover interlock mechanism must have externally operated override. Override may not permanently disable interlock mechanism, which must return to locked position once override is released. Tool used to override cover interlock mechanism must not be required to enter enclosure in order to override interlock.
- E. Enclosures designated as UL 50E Type 4, 4X stainless steel, 12, or 12K must have dual cover interlock mechanism to prevent unintentional opening of enclosure cover when circuit breaker is ON and to prevent turning circuit breaker ON when enclosure cover is open.
- F. UL 50E Type 7/9 enclosures must be furnished with breather and drain kit to allow their use in outdoor and wet location applications.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Examine elements and surfaces to receive enclosed switches and circuit breakers for compliance with installation tolerances and other conditions affecting performance of the Work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.
  - 1. Commencement of work will indicate Installer's acceptance of areas and conditions as satisfactory.

### **3.2 SELECTION OF ENCLOSURES**

- A. Indoor, Dry and Clean Locations: UL 50E, Type 1.
- B. Outdoor Locations: UL 50E, Type 3R.
- C. Other Wet or Damp, Indoor Locations: UL 50E, Type 4.
- D. Indoor Locations Subject to Dust, Falling Dirt, and Dripping Noncorrosive Liquids (Boiler/Mechanical Rooms): UL 50E, Type 12.

### **3.3 INSTALLATION**

- A. Comply with manufacturer's published instructions.
- B. Special Techniques:
  - 1. Coordinate layout and installation of switches, circuit breakers, and components with equipment served and adjacent surfaces. Maintain required workspace clearances and required clearances for equipment access doors and panels.
  - 2. Install individual wall-mounted switches and circuit breakers with tops at uniform height unless otherwise indicated.
  - 3. Temporary Lifting Provisions: Remove temporary lifting of eyes, channels, and brackets and temporary blocking of moving parts from enclosures and components.
  - 4. Install fuses in fusible devices.

### **3.4 IDENTIFICATION**

- A. Comply with requirements in Section 26 05 53 "Identification for Electrical Systems."
  - 1. Identify field-installed conductors, interconnecting wiring, and components; provide warning signs.
  - 2. Label each enclosure with engraved metal or laminated-plastic nameplate.

### **3.5 FIELD QUALITY CONTROL**

- A. Tests and Inspections for Switches:
  - 1. Visual and Mechanical Inspection:

- a. Inspect physical and mechanical condition.
- b. Inspect anchorage, alignment, grounding, and clearances.
- c. Verify that unit is clean.
- d. Verify blade alignment, blade penetration, travel stops, and mechanical operation.
- e. Verify that fuse sizes and types match the Specifications and Drawings.
- f. Verify that each fuse has adequate mechanical support and contact integrity.
- g. Inspect bolted electrical connections for high resistance using one of the following methods:
  - 1) Use low-resistance ohmmeter.
    - a) Compare bolted connection resistance values to values of similar connections. Investigate values that deviate from those of similar bolted connections by more than 50 percent of lowest value.
  - 2) Verify tightness of accessible bolted electrical connections by calibrated torque-wrench method in accordance with manufacturer's published data or NETA ATS Table 100.12.
    - a) Bolt-torque levels must be in accordance with manufacturer's published data. In absence of manufacturer's published data, use NETA ATS Table 100.12.
- h. Verify that operation and sequencing of interlocking systems is as described in the Specifications and shown on Drawings.
- i. Verify correct phase barrier installation.
- j. Verify lubrication of moving current-carrying parts and moving and sliding surfaces.

2. Electrical Tests:

- a. Perform resistance measurements through bolted connections with low-resistance ohmmeter. Compare bolted connection resistance values to values of similar connections. Investigate values that deviate from adjacent poles or similar switches by more than 50 percent of lowest value.
- b. Measure contact resistance across each switchblade fuseholder. Drop values may not exceed high level of manufacturer's published data. If manufacturer's published data are not available, investigate values that deviate from adjacent poles or similar switches by more than 50 percent of lowest value.
- c. Perform insulation-resistance tests for one minute on each pole, phase-to-phase and phase-to-ground with switch closed, and across each open pole. Apply voltage in accordance with manufacturer's published data. In absence of manufacturer's published data, use Table 100.1 from NETA ATS. Investigate values of insulation resistance less than those published in Table 100.1 or as recommended in manufacturer's published data.
- d. Measure fuse resistance. Investigate fuse-resistance values that deviate from each other by more than 15 percent.
- e. Perform ground fault test in accordance with NETA ATS Section 7.14 "Ground Fault Protection Systems, Low-Voltage."

B. Nonconforming Work:

- 1. Enclosed switches and circuit breakers will be considered defective if they do not pass tests and inspections.
- 2. Remove and replace defective units and retest.

- C. Collect, assemble, and submit test and inspection reports.
  - 1. Test procedures used.
  - 2. Include identification of each enclosed switch and circuit breaker tested and describe test results.
  - 3. List deficiencies detected, remedial action taken, and observations after remedial action.

### 3.6 ADJUSTING

- A. Adjust moving parts and operable components to function smoothly, and lubricate as recommended by manufacturer.

### 3.7 PROTECTION

- A. After installation, protect enclosed switches and circuit breakers from construction activities. Remove and replace items that are contaminated, defaced, damaged, or otherwise caused to be unfit for use prior to acceptance by Owner.

### 3.8 MAINTENANCE

- A. Infrared Scanning of Enclosed Switches and Breakers: Two months after Substantial Completion, perform infrared scan of joints and connections. Remove covers so joints and connections are accessible to portable scanner. Take visible light photographs at same locations and orientations as infrared scans for documentation to ensure follow-on scans match same conditions for valid comparison.
  - 1. Instruments and Equipment: Use infrared scanning device designed to measure temperature or to detect significant deviations from normal values. Provide calibration record for device.
  - 2. Follow-up Infrared Scanning: Perform two follow-up infrared scans of enclosed switches and breakers, one at four months and another at 11 months after Substantial Completion.
  - 3. Instrument: Use infrared-scanning device designed to measure temperature or to detect significant deviations from normal values. Provide documentation of device calibration.
  - 4. Report: Prepare certified report that identifies units checked and that describes scanning results. Include notation of deficiencies detected, remedial actions taken, and scanning observations after remedial action.

**END OF SECTION 26 28 16**

DIVISION 26 – ELECTRICAL  
**SECTION 26 29 13**  
**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. Section Includes:
  - 1. Combination full-voltage magnetic motor controllers.
  - 2. Enclosures.
  - 3. Accessories.
  - 4. Identification.

**1.3 DEFINITIONS**

- A. CPT: Control power transformer.
- B. MCCB: Molded-case circuit breaker.
- C. MCP: Motor circuit protector.
- D. NC: Normally closed.
- E. OCPD: Overcurrent protective device.
- F. SCCR: Short-circuit current rating.
- G. SCPD: Short-circuit protective device.

**1.4 ACTION SUBMITTALS**

- A. Product Data: For each type of product.
  - 1. Include rated capacities, operating characteristics, electrical characteristics, and furnished specialties and accessories.
- B. Shop Drawings: For each type of magnetic controller.
  - 1. Include plans, elevations, sections, and mounting details.
  - 2. Indicate dimensions, weights, required clearances, and location and size of each field connection.

3. Wire Termination Diagrams and Schedules: Include diagrams for signal, and control wiring. Identify terminals and wiring designations and color-codes to facilitate installation, operation, and maintenance. Indicate recommended types, wire sizes, and circuiting arrangements for field-installed wiring, and show circuit protection features. Differentiate between manufacturer-installed and field-installed wiring.
4. Include features, characteristics, ratings, and factory settings of individual overcurrent protective devices and auxiliary components.

C. Product Schedule: List the following for each enclosed controller:

1. Each installed magnetic controller type.
2. NRTL listing.
3. Factory-installed accessories.
4. Nameplate legends.
5. SCCR of integrated unit.
6. For each combination magnetic controller include features, characteristics, ratings, and factory setting of the SCPD and OCPD.
  - a. Listing document proving Type 2 coordination.
7. For each series-rated combination state the listed integrated short-circuit current (withstand) rating of SCPD and OCPDs by an NRTL acceptable to authorities having jurisdiction.

## 1.5 INFORMATIONAL SUBMITTALS

- A. Field quality-control reports.

## 1.6 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For magnetic controllers to include in operation and maintenance manuals.
1. In addition to items specified in Section 01 78 23 "Operation and Maintenance Data," include the following:
    - a. Routine maintenance requirements for magnetic controllers and installed components.
    - b. Manufacturer's written instructions for testing and adjusting circuit breaker and MCP trip settings.
    - c. Manufacturer's written instructions for setting field-adjustable overload relays.
    - d. Load-Current and List of Settings of Adjustable Overload Relays: Compile after motors have been installed, and arrange to demonstrate that switch settings for motor-running overload protection suit actual motors to be protected.

## 1.7 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
1. Fuses for Fused Switches: Equal to 10 percent of quantity installed for each size and type, but no fewer than three of each size and type.



2. Control Power Fuses: Equal to 10 percent of quantity installed for each size and type, but no fewer than two of each size and type.

## 1.8 DELIVERY, STORAGE, AND HANDLING

- A. Store controllers indoors in clean, dry space with uniform temperature to prevent condensation. Protect controllers from exposure to dirt, fumes, water, corrosive substances, and physical damage.

## 1.9 FIELD CONDITIONS

- A. Ambient Environment Ratings: Rate equipment for continuous operation under the following conditions unless otherwise indicated:
  1. Ambient Temperature: Not less than 23 deg F and not exceeding 104 deg F.
  2. Altitude: Not exceeding 6600 feet for electromagnetic and manual devices.

# **PART 2 - PRODUCTS**

## 2.1 PERFORMANCE REQUIREMENTS

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and use.
- B. UL Compliance: Fabricate and label magnetic motor controllers to comply with UL 508 and UL 60947-4-1.
- C. NEMA Compliance: Fabricate motor controllers to comply with ICS 2.

## 2.2 MOTOR CONTROLLERS

- A. Description: Factory-assembled, combination magnetic motor controller consisting of the controller described in this article, indicated disconnecting means, SCPD and OCPD, in a single enclosure with Hand-Off-Auto selector and indicating lamps.
- B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. ABB, Electrification Business.
  2. Eaton.
  3. Siemens Industry, Inc., Energy Management Division.
  4. Square D; Schneider Electric USA.
- C. Standard: Comply with NEMA ICS 2, general purpose, Class A.
- D. Configuration: Nonreversing.
- E. Contactor Coils: Pressure-encapsulated type.

- F. Operating Voltage: Manufacturer's standard, unless indicated.
- G. Red/Green indicating lights.
- H. Nonfusible Disconnecting Means:
  - 1. NEMA KS 1, heavy-duty, horsepower-rated, nonfusible switch.
  - 2. Lockable Handle: Accepts three padlocks and interlocks with cover in closed position.
- I. Control Power:
  - 1. For on-board control power, obtain from line circuit or from integral CPT. The CPT shall have capacity to operate integral devices and remotely located pilot, indicating, and control devices.
    - a. Spare CPT Capacity: 100 VA.
- J. Overload Relays:
  - 1. Thermal Overload Relays:
    - a. Inverse-time-current characteristic.
    - b. Class 10 tripping characteristic.
    - c. Heaters in each phase shall be matched to nameplate full-load current of actual protected motor and with appropriate adjustment for duty cycle.
  - 2. Solid-State Overload Relay:
    - a. Switch or dial selectable for motor-running overload protection.
    - b. Sensors in each phase.
- K. Nonfusible Disconnecting Means:
  - 1. NEMA KS 1, heavy-duty, horsepower-rated, nonfusible switch.
  - 2. Lockable Handle: Accepts three padlocks and interlocks with cover in closed position.

## 2.3 ENCLOSURES

- A. Comply with NEMA 250, type designations as indicated on Drawings, complying with environmental conditions at installed location.
- B. The construction of the enclosures shall comply with NEMA ICS 6.
- C. Controllers in hazardous (classified) locations shall comply with UL 1203.

## 2.4 ACCESSORIES

- A. General Requirements for Control Circuit and Pilot Devices: NEMA ICS 5; factory installed in controller enclosure cover unless otherwise indicated.
  - 1. Pilot Lights, and Selector Switches: Standard-duty, except as needed to match enclosure type. Heavy-duty.

- a. Pilot Lights.

## 2.5 IDENTIFICATION

- A. Controller Nameplates: Laminated acrylic or melamine plastic signs, as described in Section 26 05 53 "Identification for Electrical Systems," for each compartment, mounted with corrosion-resistant screws.

## **PART 3 - EXECUTION**

### 3.1 EXAMINATION

- A. Examine areas and space conditions for compliance with requirements for motor controllers, their relationship with the motors, and other conditions affecting performance of the Work.

### 3.2 INSTALLATION

- A. Comply with NECA 1.
- B. Wall-Mounted Controllers: Install magnetic controllers on walls with tops at uniform height indicated, and by bolting units to wall or mounting on lightweight structural-steel channels bolted to wall. For controllers not at walls, provide freestanding racks complying with Section 26 05 29 "Hangers and Supports for Electrical Systems" unless otherwise indicated.
- C. Maintain minimum clearances and workspace at equipment according to manufacturer's written instructions and NFPA 70.
- D. Wiring within Enclosures: Bundle, lace, and train conductors to terminal points with no excess and without exceeding manufacturer's limitations on bending radii. Install lacing bars and distribution spools.
- E. Setting of Overload Relays: Select and set overloads on the basis of full-load current rating as shown on motor nameplate. Adjust setting value for special motors as required by NFPA 70 for motors that are high-torque, high-efficiency, and so on.

### 3.3 IDENTIFICATION

- A. Identify system components, wiring, cabling, and terminals. Comply with requirements for identification specified in Section 26 05 53 "Identification for Electrical Systems."

### 3.4 FIELD QUALITY CONTROL

- A. Perform tests and inspections with the assistance of a factory-authorized service representative.
- B. Tests and Inspections:
  - 1. Comply with the provisions of NFPA 70B, "Testing and Test Methods" Chapter.
  - 2. Visual and Mechanical Inspection:

- a. Compare equipment nameplate data with drawings and specifications.
  - b. Inspect physical and mechanical condition.
  - c. Inspect anchorage, alignment, and grounding.
  - d. Verify the unit is clean.
  - e. Inspect contactors:
    - 1) Verify mechanical operation.
    - 2) Verify contact gap, wipe, alignment, and pressure are according to manufacturer's published data.
  - f. Motor-Running Protection:
    - 1) Verify overload element rating is correct for its application.
    - 2) If motor-running protection is provided by fuses, verify correct fuse rating.
  - g. Inspect bolted electrical connections for high resistance using one of the two following methods:
    - 1) Use a low-resistance ohmmeter. Compare bolted connection resistance values with values of similar connections. Investigate values that deviate from those of similar bolted connections by more than 50 percent of the lowest value.
    - 2) Verify tightness of accessible bolted electrical connections by calibrated torque-wrench method according to manufacturer's published data or NETA ATS Table 100.12. Bolt-torque levels shall be according to manufacturer's published data. In the absence of manufacturer's published data, use NETA ATS Table 100.12.
  - h. Verify appropriate lubrication on moving current-carrying parts and on moving and sliding surfaces.
3. Electrical Tests:
- a. Perform insulation-resistance tests for one minute on each pole, phase-to-phase and phase-to-ground with switch closed, and across each open pole. Insulation-resistance values shall be according to manufacturer's published data or NETA ATS Table 100.1. In the absence of manufacturer's published data, use Table 100.5. Values of insulation resistance less than those of this table or manufacturer's recommendations shall be investigated and corrected.
  - b. Measure fuse resistance. Investigate fuse-resistance values that deviate from each other by more than 15 percent.
  - c. Test motor protection devices according to manufacturer's published data.
  - d. Test circuit breakers as follows:
    - 1) Operate the circuit breaker to ensure smooth operation.
    - 2) For adjustable circuit breakers, adjust protective device settings according to the coordination study. Comply with coordination study recommendations.
  - e. Perform operational tests by initiating control devices.
- C. Motor controller will be considered defective if it does not pass tests and inspections.
- D. Prepare test and inspection reports.

### 3.5 SYSTEM FUNCTION TESTS

- A. System function tests shall prove the correct interaction of sensing, processing, and action devices. Perform system function tests after field quality control tests have been completed and all components have passed specified tests.
  - 1. Verify the correct operation of interlock safety devices for fail-safe functions in addition to design function.
  - 2. Verify the correct operation of sensing devices, alarms, and indicating devices.
  - 3. Verify Operations with Building Automation System.
- B. Motor controller will be considered defective if it does not pass the system function tests and inspections.
- C. Prepare test and inspection reports.

### 3.6 DEMONSTRATION

- A. Train Owner's maintenance personnel to adjust, operate, and maintain switchgear.

**END OF SECTION 26 29 13**

## **PART 1 - GENERAL**

### **1.1 RELATED DOCUMENTS**

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

### **1.2 SUMMARY**

- A. Section Includes:
  - 1. Linear industrial.
  - 2. Materials.
  - 3. Luminaire support.

### **1.3 DEFINITIONS**

- A. CCT: Correlated color temperature.
- B. CRI: Color Rendering Index.
- C. Fixture: See "Luminaire."
- D. IP: International Protection or Ingress Protection Rating.
- E. LED: Light-emitting diode.
- F. Lumen: Measured output of lamp and luminaire, or both.
- G. Luminaire: Complete lighting unit, including lamp, reflector, and housing.

### **1.4 ACTION SUBMITTALS**

- A. Product Data: For each type of product.
  - 1. Arrange in order of luminaire designation.
  - 2. Include data on features, accessories, and finishes.
  - 3. Include physical description and dimensions of luminaires.
  - 4. Include emergency lighting units, including batteries and chargers.
  - 5. Include life, output (lumens, CCT, and CRI), and energy-efficiency data.
  - 6. Photometric data and adjustment factors based on laboratory tests, complying with IES "Lighting Measurements Testing and Calculation Guides" for each luminaire type. The adjustment factors shall be for lamps and accessories identical to those indicated for the luminaire as applied in this Project] IES LM-79.

## 1.5 INFORMATIONAL SUBMITTALS

- A. Sample warranty.

## 1.6 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For luminaires and lighting systems to include in operation and maintenance manuals.
  - 1. Provide a list of all lamp types used on Project; use ANSI and manufacturers' codes.

## 1.7 QUALITY ASSURANCE

- A. Provide luminaires from a single manufacturer for each luminaire type.
- B. Each luminaire type shall be binned within a three-step MacAdam Ellipse to ensure color consistency among luminaires.

## 1.8 DELIVERY, STORAGE, AND HANDLING

- A. Protect finishes of exposed surfaces by applying a strippable, temporary protective covering before shipping.

## 1.9 WARRANTY

- A. Warranty: Manufacturer and Installer agree to repair or replace components of luminaires that fail in materials or workmanship within specified warranty period.
- B. Warranty Period: Five year(s) from date of Substantial Completion.

# **PART 2 - PRODUCTS**

## 2.1 PERFORMANCE REQUIREMENTS

- A. Ambient Temperature: 5 to 112 deg F.
  - 1. Relative Humidity: Zero to 95 percent.
- B. Altitude: Sea level to 1000 feet.

## 2.2 LUMINAIRE REQUIREMENTS

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

- B. Factory-Applied Labels: Comply with UL 1598. Include recommended lamps. Locate labels where they will be readily visible to service personnel, but not seen from normal viewing angles when lamps are in place.

- 1. Label shall include the following lamp characteristics:
  - a. "USE ONLY" and include specific lamp type.
  - b. Lamp diameter, shape, size, wattage, and coating.
  - c. CCT and CRI.

## 2.3 LINEAR INDUSTRIAL

- A. Manufacturers: Subject to compliance with requirements, provide products by the following:
  - 1. Lithonia Lighting; Acuity Brands Lighting, Inc.
- B. See Light Fixture Schedule on Project Drawings
- C. Doors, Frames, and Other Internal Access: Smooth operating, free of light leakage under operating conditions, and designed to permit relamping without use of tools. Components are designed to prevent doors, frames, lenses, diffusers, and other components from falling accidentally during relamping and when secured in operating position.
- D. With integral mounting provisions.
- E. Provide Self Diagnostic emergency battery pack where indicated.
- F. Standards:
  - 1. DLC certified.

## 2.4 MATERIALS

- A. Metal Parts:
  - 1. Free of burrs and sharp corners and edges.
  - 2. Sheet metal components shall be steel unless otherwise indicated.
  - 3. Form and support to prevent warping and sagging.
- B. Stainless Steel:
  - 1. Manufacturer's standard #316 grade for latches.

## 2.5 METAL FINISHES

- A. Variations in finishes are unacceptable in the same piece. Variations in finishes of adjoining components are acceptable if they are within the range of approved Samples and if they can be and are assembled or installed to minimize contrast.



## 2.6 LUMINAIRE SUPPORT

- A. Comply with requirements in Section 26 05 29 "Hangers and Supports for Electrical Systems" for channel and angle iron supports and nonmetallic channel and angle supports.

## **PART 3 - EXECUTION**

### 3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Examine roughing-in for luminaire to verify actual locations of luminaire and electrical connections before luminaire installation.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION

- A. Comply with NECA 1.
- B. Install luminaires level, plumb, and square with ceilings and walls unless otherwise indicated.
- C. Install lamps in each luminaire.
- D. Supports:
  - 1. Sized and rated for luminaire weight.
  - 2. Able to maintain luminaire position after cleaning and relamping.
  - 3. Provide support for luminaire without causing deflection of ceiling or wall.
  - 4. Luminaire-mounting devices shall be capable of supporting a horizontal force of 100 percent of luminaire weight and a vertical force of 400 percent of luminaire weight.
- E. Comply with requirements in Section 26 05 19 "Low-Voltage Electrical Power Conductors and Cables" for wiring connections.

### 3.3 IDENTIFICATION

- A. Identify system components, wiring, cabling, and terminals. Comply with requirements for identification specified in Section 26 05 53 "Identification for Electrical Systems."

### 3.4 FIELD QUALITY CONTROL

- A. Perform the following tests and inspections:
  - 1. Operational Test: After installing luminaires, switches, and accessories, and after electrical circuitry has been energized, test units to confirm proper operation.
  - 2. Test for Emergency Lighting: Interrupt power supply to demonstrate proper operation. Verify transfer from normal power to battery power and retransfer to normal.

- B. Luminaire will be considered defective if it does not pass operation tests and inspections.
- C. Prepare test and inspection reports.

**END OF SECTION 26 51 19**

DIVISION 28 – ELECTRONIC SAFETY AND SECURITY  
**SECTION 284621**  
**ADDRESSABLE FIRE ALARM SYSTEMS**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

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

**1.2 SUMMARY**

- A. Section Includes:
  - 1. System detectors.
- B. Related Requirements:
  - 1. Section 26 05 23 " Control-Voltage Electrical Power Cables" for cables and conductors for fire-alarm systems.

**1.3 DEFINITIONS**

- A. EMT: Electrical Metallic Tubing.
- B. FACP: Fire Alarm Control Panel.
- C. HLI: High Level Interface.
- D. NICET: National Institute for Certification in Engineering Technologies.
- E. PC: Personal computer.

**1.4 ACTION SUBMITTALS**

- A. Product Data: For each type of product, including furnished options and accessories.
  - 1. Include construction details, material descriptions, dimensions, profiles, and finishes.
  - 2. Include rated capacities, operating characteristics, and electrical characteristics.
- B. Shop Drawings: For fire-alarm system.
  - 1. Comply with recommendations and requirements in the "Documentation" section of the "Fundamentals" chapter in NFPA 72.
  - 2. Include plans, elevations, sections, details, and attachments to other work.
  - 3. Include details of equipment assemblies. Indicate dimensions, weights, loads, required clearances, method of field assembly, components, and locations. Indicate conductor sizes, indicate termination locations and requirements, and distinguish between factory and field wiring.
  - 4. Detail assembly and support requirements.

5. Include voltage drop calculations for notification-appliance circuits.
6. Include battery-size calculations.
7. Include input/output matrix.
8. Include statement from manufacturer that all equipment and components have been tested as a system and meet all requirements in this Specification and in NFPA 72.
9. Include performance parameters and installation details for each detector.
10. Include floor plans to indicate final outlet locations showing address of each addressable device. Show size and route of cable and conduits and point-to-point wiring diagrams.

C. General Submittal Requirements:

1. Submittals shall be approved by authorities having jurisdiction prior to submitting them to Architect.
2. Shop Drawings shall be prepared by persons with the following qualifications:
  - a. Trained and certified by manufacturer in fire-alarm system design.
  - b. NICET-certified, fire-alarm technician.
  - c. Licensed or certified by the State of Illinois.

## 1.5 CLOSEOUT SUBMITTALS

A. Operation and Maintenance Data: For fire-alarm systems and components to include in emergency, operation, and maintenance manuals.

1. In addition to items specified in Section 01 78 23 "Operation and Maintenance Data," include the following:
  - a. Comply with the "Records" section of the "Inspection, Testing and Maintenance" chapter in NFPA 72.
  - b. Provide "Fire Alarm and Emergency Communications System Record of Completion Documents" according to the "Completion Documents" Article in the "Documentation" section of the "Fundamentals" chapter in NFPA 72.
  - c. Complete wiring diagrams showing connections between all devices and equipment. Each conductor shall be numbered at every junction point with indication of origination and termination points.
  - d. Riser diagram.
  - e. Device addresses.
  - f. Provide "Inspection and Testing Form" according to the "Inspection, Testing and Maintenance" chapter in NFPA 72, and include the following:
    - 1) Equipment tested.
    - 2) Frequency of testing of installed components.
    - 3) Frequency of inspection of installed components.
    - 4) Requirements and recommendations related to results of maintenance.
    - 5) Manufacturer's user training manuals.
  - g. Manufacturer's required maintenance related to system warranty requirements.
  - h. Abbreviated operating instructions for mounting at fire-alarm control unit and each annunciator unit.

B. Software and Firmware Operational Documentation:

1. Device address list.

## 1.6 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
  - 1. Smoke Detectors, Fire Detectors: Quantity equal to 10 percent of amount of each type installed, but no fewer than one unit of each type.
  - 2. Detector Bases: Quantity equal to two percent of amount of each type installed, but no fewer than one unit of each type.
  - 3. Keys and Tools: One extra set for access to locked or tamperproofed components.
  - 4. Audible and Visual Notification Appliances: One of each type installed.

## 1.7 QUALITY ASSURANCE

- A. Installer Qualifications: Personnel shall be trained and certified by manufacturer for installation of units required for this Project.
- B. Installer Qualifications: Installation shall be by personnel certified by NICET as fire-alarm technician.
- C. State of Illinois licensed Fire Alarm Installer

## 1.8 PROJECT CONDITIONS

- A. Perform a full test of the existing system prior to starting work. Document any equipment or components not functioning as designed.
- B. Interruption of Existing Fire-Alarm Service: Do not interrupt fire-alarm service to facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary guard service according to requirements indicated:
  - 1. Notify Owner no fewer than 14 days in advance of proposed interruption of fire-alarm service.
  - 2. Do not proceed with interruption of fire-alarm service without Owner's written permission.
- C. Use of Devices during Construction: Protect devices during construction unless devices are placed in service to protect the facility during construction.

## 1.9 WARRANTY

- A. Special Warranty: Manufacturer agrees to repair or replace fire-alarm system equipment and components that fail in materials or workmanship within specified warranty period.
  - 1. Warranty Extent: All equipment and components not covered in the Maintenance Service Agreement.
  - 2. Warranty Period: Two years from date of Substantial Completion.

## **PART 2 - PRODUCTS**

### **2.1 SYSTEM DESCRIPTION**

- A. Source Limitations for Fire-Alarm System and Components: Components shall be compatible with, and operate as an extension of, existing system. Provide system manufacturer's certification that all components provided have been tested as, and will operate as, a system.
- B. Noncoded, UL-certified addressable system, with multiplexed signal transmission and voice/strobe evacuation.
- C. Automatic sensitivity control of certain smoke detectors.
- D. All components provided shall be listed for use with the selected system.
- E. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

### **2.2 FIRE-ALARM CONTROL PANEL**

- A. Manufacturers: Existing System: Honeywell Notifier NFS-320.

### **2.3 SYSTEM SMOKE DETECTORS**

- A. Manufacturers: Match the FACP at building.
- B. General Requirements for System Smoke Detectors:
  - 1. Comply with UL 268; operating at 24-V dc, nominal.
  - 2. Detectors shall be two-wire type.
  - 3. Integral Addressable Module: Arranged to communicate detector status (normal, alarm, or trouble) to fire-alarm control unit.
  - 4. Base Mounting: Detector and associated electronic components shall be mounted in a twist-lock module that connects to a fixed base. Provide terminals in the fixed base for connection to building wiring.
  - 5. Self-Restoring: Detectors do not require resetting or readjustment after actuation to restore them to normal operation.
  - 6. Integral Visual-Indicating Light: LED type, indicating detector has operated and power-on status.
  - 7. Remote Control: Unless otherwise indicated, detectors shall be digital-addressable type, individually monitored at fire-alarm control unit for calibration, sensitivity, and alarm condition and individually adjustable for sensitivity by fire-alarm control unit.
    - a. Rate-of-rise temperature characteristic of combination smoke- and heat-detection units shall be selectable at fire-alarm control unit for 15 or 20 deg F per minute.
    - b. Fixed-temperature sensing characteristic of combination smoke- and heat-detection units shall be independent of rate-of-rise sensing and shall be settable at fire-alarm control unit to operate at 135 or 155 deg F.
    - c. Multiple levels of detection sensitivity for each sensor.
    - d. Sensitivity levels based on time of day.
- C. Photoelectric Smoke Detectors:

1. Detector address shall be accessible from fire-alarm control unit and shall be able to identify the detector's location within the system and its sensitivity setting.
2. An operator at fire-alarm control unit, having the designated access level, shall be able to manually access the following for each detector:
  - a. Primary status.
  - b. Device type.
  - c. Present average value.
  - d. Present sensitivity selected.
  - e. Sensor range (normal, dirty, etc.).

D. Ionization Smoke Detector:

1. Detector address shall be accessible from fire-alarm control unit and shall be able to identify the detector's location within the system and its sensitivity setting.
2. An operator at fire-alarm control unit, having the designated access level, shall be able to manually access the following for each detector:
  - a. Primary status.
  - b. Device type.
  - c. Present average value.
  - d. Present sensitivity selected.
  - e. Sensor range (normal, dirty, etc.).

## 2.4 DUCT SMOKE DETECTORS

A. Manufacturers: Match the FACP at building.

B. Description: Photoelectric-type, duct-mounted smoke detector.

C. Performance Criteria:

1. Regulatory Requirements:

- a. NFPA 72.
- b. UL 268A.

2. General Characteristics:

- a. Integral Addressable Module: Arranged to communicate detector status (normal, alarm, or trouble) to FACU.
- b. Self-Restoring: Detectors do not require resetting or readjustment after actuation to restore them to normal operation.
- c. Integral Visual-Indicating Light: LED type, indicating detector has operated and power-on status.
- d. Detector address must be accessible from FACP and must be able to identify detector's location within system and its sensitivity setting.
- e. Operator at FACU, having designated access level, must be able to manually access the following for each detector:
  - 1) Primary status.
  - 2) Device type.
  - 3) Present average value.
  - 4) Present sensitivity selected.
  - 5) Sensor range (normal, dirty, etc.).

- f. Weatherproof Duct Housing Enclosure: NEMA 250, Type 4X; NRTL listed for use with supplied detector for smoke detection in HVAC system ducts.
- g. Each sensor must have multiple levels of detection sensitivity.
- h. Sampling Tubes: Design and dimensions as recommended by manufacturer for specific duct size, air velocity, and installation conditions where applied.
- i. Relay Fan Shutdown: Fully programmable relay rated to interrupt fan motor-control circuit.

## 2.5 CARBON MONOXIDE DETECTORS

- A. Manufacturers: Match the FACP at building.
- B. Description: Carbon monoxide detector listed for connection to fire-alarm system.
- C. Performance Criteria:
  - 1. Regulatory Requirements:
    - a. NFPA 72
    - b. NFPA 720.
    - c. UL 2075.
  - 2. General Characteristics:
    - a. Mounting: Adapter plate for outlet box mounting.
    - b. Testable by introducing test carbon monoxide into sensing cell.
    - c. Detector must provide alarm contacts and trouble contacts.
    - d. Detector must send trouble alarm when nearing end-of-life, power supply problems, or internal faults.
    - e. Locate, mount, and wire in accordance with manufacturer's written instructions.
    - f. Provide means for addressable connection to fire-alarm system.
    - g. Test button simulates alarm condition.

## **PART 3 - EXECUTION**

### 3.1 EXAMINATION

- A. Examine areas and conditions for compliance with requirements for ventilation, temperature, humidity, and other conditions affecting performance of the Work.
  - 1. Verify that manufacturer's written instructions for environmental conditions have been permanently established in spaces where equipment and wiring are installed, before installation begins.
- B. Examine roughing-in for electrical connections to verify actual locations of connections before installation.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.



### 3.2 EQUIPMENT INSTALLATION

- A. Comply with NFPA 72, NFPA 101, and requirements of authorities having jurisdiction for installation and testing of fire-alarm equipment. Install all electrical wiring to comply with requirements in NFPA 70 including, but not limited to, Article 760, "Fire Alarm Systems."
  - 1. Devices placed in service before all other trades have completed cleanup shall be replaced.
  - 2. Devices installed but not yet placed in service shall be protected from construction dust, debris, dirt, moisture, and damage according to manufacturer's written storage instructions.
- B. Connecting to Existing Equipment: Verify that existing fire-alarm system is operational before making changes or connections.
  - 1. Replace existing control panel in existing part of the building.
  - 2. Connect new equipment to existing monitoring equipment at the supervising station.
  - 3. Expand, modify, and supplement existing monitoring equipment as necessary to extend existing control and monitoring functions to the new points. New components shall be capable of merging with existing configuration without degrading the performance of either system.
- C. Detector Spacing:
  - 1. Comply with NFPA 72, for detector spacing.
  - 2. HVAC: Locate detectors not closer than 60 inches from air-supply diffuser or return-air opening.
  - 3. Lighting Fixtures: Locate detectors not closer than 12 inches from any part of a lighting fixture and not directly above pendant mounted or indirect lighting.
- D. Duct Smoke Detectors: Comply with NFPA 72 and NFPA 90A. Install sampling tubes so they extend full width of duct. Tubes more than 36 inch long must be supported at both ends.
  - 1. Do not install smoke detector in duct smoke-detector housing during construction. Install detector only during system testing and prior to system turnover.
  - 2. Install remote status indicating and reset device in a visible and accessible location
- E. Install a cover on each detector that is not placed in service during construction. Cover shall remain in place except during system testing. Remove cover prior to system turnover.
- F. Remote Status and Alarm Indicators: Install in a visible location near each smoke detector, sprinkler water-flow switch, and valve-tamper switch that is not readily visible from normal viewing position.
- G. Device Location-Indicating Lights: Locate in public space near the device they monitor.

### 3.3 PATHWAYS

- A. Pathways in new construction shall be concealed in walls.
- B. Pathways above recessed ceilings and in concealed, accessible locations may be routed exposed in rings or J-Hooks.

- C. Pathways for existing construction shall be:
  - 1. Installed in EMT in non-finished spaces.
  - 2. Pathways shall be pre-finished Metal Surface Raceway in finished areas.

### 3.4 CONNECTIONS

- A. For fire-protection systems related to doors in fire-rated walls and partitions and to doors in smoke partitions, comply with requirements in Section 08 71 00 "Door Hardware." Connect hardware and devices to fire-alarm system.
  - 1. Verify that hardware and devices are listed for use with installed fire-alarm system before making connections.
- B. Make addressable connections with a supervised interface device to the following devices and systems. Install the interface device less than 36 inches from the device controlled. Make an addressable confirmation connection when such feedback is available at the device or system being controlled.
  - 1. Alarm-initiating connection to smoke-control system (smoke management) at firefighters' smoke-control system panel.
  - 2. Smoke detectors in air ducts of designated HVAC duct systems.
  - 3. Alarm-initiating connection to activate emergency shutoffs for gas and fuel supplies.
  - 4. Data communication circuits for connection to building management system.
  - 5. Data communication circuits for connection to mass notification system.

### 3.5 IDENTIFICATION

- A. Identify system components, wiring, cabling, and terminals. Comply with requirements for identification specified in Section 260553 "Identification for Electrical Systems".

### 3.6 GROUNDING

- A. Ground fire-alarm control unit and associated circuits; comply with IEEE 1100. Install a ground wire from main service ground to fire-alarm control unit.
- B. Ground shielded cables at the control panel location only. Insulate shield at device location.

### 3.7 FIELD QUALITY CONTROL

- A. Field tests shall be witnessed by authorities having jurisdiction.
- B. Manufacturer's Field Service: Engage a factory-authorized service representative to test and inspect components, assemblies, and equipment installations, including connections.
- C. Perform tests and inspections.
- D. Perform the following tests and inspections with the assistance of a factory-authorized service representative:
  - 1. Visual Inspection: Conduct visual inspection prior to testing.

- a. Inspection shall be based on completed record Drawings and system documentation that is required by the "Completion Documents, Preparation" table in the "Documentation" section of the "Fundamentals" chapter in NFPA 72.
  - b. Comply with the "Visual Inspection Frequencies" table in the "Inspection" section of the "Inspection, Testing and Maintenance" chapter in NFPA 72; retain the "Initial/Reacceptance" column and list only the installed components.
- 2. System Testing: Comply with the "Test Methods" table in the "Testing" section of the "Inspection, Testing and Maintenance" chapter in NFPA 72.
- 3. Test audible appliances for the public operating mode according to manufacturer's written instructions. Perform the test using a portable sound-level meter complying with Type 2 requirements in ANSI S1.4.
- 4. Test audible appliances for the private operating mode according to manufacturer's written instructions.
- 5. Test visible appliances for the public operating mode according to manufacturer's written instructions.
- 6. Factory-authorized service representative shall prepare the "Fire Alarm System Record of Completion" in the "Documentation" section of the "Fundamentals" chapter in NFPA 72 and the "Inspection and Testing Form" in the "Records" section of the "Inspection, Testing and Maintenance" chapter in NFPA 72.
- E. Reacceptance Testing: Perform reacceptance testing to verify the proper operation of added or replaced devices and appliances.
- F. Fire-alarm system will be considered defective if it does not pass tests and inspections.
- G. Prepare test and inspection reports.
- H. Maintenance Test and Inspection: Perform tests and inspections listed for weekly, monthly, quarterly, and semiannual periods. Use forms developed for initial tests and inspections.
- I. Annual Test and Inspection: One year after date of Substantial Completion, test fire-alarm system complying with visual and testing inspection requirements in NFPA 72. Use forms developed for initial tests and inspections.

## **END OF SECTION 28 46 21**