

# ALAMOGORDO FAMILY RECREATION CENTER – GYMNASIUM HVAC UPGRADE

Public Works Bid No. 2017 - 016

City of Alamogordo  
1100 Oregon Ave.  
Alamogordo, NM

## Contract Documents Project Manual Technical Specifications

September 20, 2017



1065 S. Main St., Bldg. D, Ste. A  
Las Cruces, New Mexico 88005  
(575) 647-1554

ALAMOGORDO FAMILY RECREATION CENTER – GYMNASIUM HVAC UPGRADE

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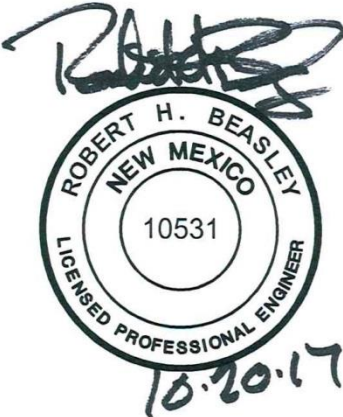
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## SECTION 1 - ADVERTISEMENT FOR BIDS

Sealed Bids will be received by the City of Alamogordo at 1376 E. Ninth Street, Alamogordo, New Mexico, 88310, Attn: Engineering Department for the construction of the Project known as **"FAMILY RECREATION CENTER GYMNASIUM HVAC UPGRADE"**, **Public Works Bid No. 2017-016**, until **11:00 AM** on **December 7, 2017**, at which time the Bid Opening and reading of the Bids received will begin in the Commission Chambers at 1376 E. Ninth Street, Alamogordo, New Mexico. The tabulation of Bids will be considered by the City Commission of the City of Alamogordo at its next regular meeting, or at a later meeting if required.

The Work will consist of upgrades to interior finishes including ceiling and floors, removal and replacement of lockers and benches, removal and replacement of all plumbing fixtures, including drinking fountain, removal and replacement of all electrical light fixtures, upgrades to receptacles. Removal of existing evaporative and ventilation system, replace with new ventilation and roof-top split system heating and cooling system in the locker rooms at the Family Recreation Center in the city of Alamogordo, New Mexico.

**Construction Industries Division (CID) Project Classification Determination is GB-98.** In accordance with the provisions of the New Mexico Construction Industries Licensing Act, all project work must be performed by properly licensed contractors and subcontractors with active licenses in good standing as of the date and time specified for Bid Opening. The City has determined that the Contractor shall possess a valid license classification as specified above or other appropriate license classification under the Construction Industries Licensing Act at the time the contract is Bid. Any work outside the scope of the Prime Contractor's classification(s) must be subcontracted. Any work subcontracted by a Prime Contractor must be performed by an entity that is validly licensed in the classification(s) of the work that is to be subcontracted as of the date and time specified for Bid Opening. Bids that do not satisfy applicable licensing requirements will be considered non-responsive.

Specifications and Drawings will be available to BIDDERS from the City of Alamogordo, Purchasing Department, 2600 N. Florida Avenue, Alamogordo, New Mexico, 88310. Requests may be faxed to (575) 439-4117 or emailed to [cquairoli@ci.alamogordo.nm.us](mailto:cquairoli@ci.alamogordo.nm.us). Specifications and Drawings will be available on Compact Disc (CD) only. The CD will be provided at no charge. If the CD is to be mailed, the requestor shall supply the Purchasing Department with a pre-paid mailing account and the appropriate information required for delivery.

A non-mandatory Pre-Bid Meeting will be held at **10:30 am November 16, 2017**, at the Family Recreation Center, 1100 Oregon Avenue, Alamogordo, New Mexico.

Prospective BIDDERS are advised of a 10% Bid Evaluation Criterion for area businesses that will apply to this Project. The CONTRACTOR is advised to obtain specific information as to the qualifications and conditions of the Bid Evaluation Criterion before submitting a Bid. See Section 2 Article 30.0

Each Bid shall be accompanied by a Bid Security in the amount of not less than five (5) percent of the total Bid amount.

The successful BIDDER will be required to furnish a Performance Bond and a Payment Bond in the amount of one hundred (100) percent of the Bid amount to assure performance of the Contract, and payment for all labor and materials of the Contract.

No Bids may be withdrawn after the scheduled closing time for receipt of Bids, and the City of Alamogordo reserves the right to reject any or all Bids and waive all technicalities and formalities.

No BIDDER may withdraw their Bid within sixty (60) days after the actual date of the Bid Opening thereof.

Attention of BIDDERS is particularly called to the requirements as to conditions of employment to be observed and minimum wage rates to be paid under the Contract.

  
Barbara Pyeatt  
Chief Procurement Officer  
City of Alamogordo

Advertised on **November 5 and 12, 2017** in:

Alamogordo Daily News  
Albuquerque Journal

Public Works Bid No. 2017-016  
Family Recreation Center Gymnasium HVAC Upgrade

Rev. 2015-08

## **SECTION 2 - INSTRUCTIONS TO BIDDERS**

### **1.0 DEFINED TERMS**

Terms used in these Instructions to BIDDERS which are defined in the General Conditions of the Construction Contract have the meanings assigned to them in the General Conditions. The term "BIDDER" means one who submits a Bid directly to OWNER, as distinct from a sub-bidder, who submits a Bid to a Bidder. The term "Successful BIDDER" means the lowest, qualified, responsible and responsive BIDDER to whom OWNER (on the basis of OWNER's evaluation as hereinafter provided) makes an Award. The term "Bidding Documents" includes the Advertisement or Invitation to Bid, Instructions to BIDDERS, the Bid Schedule, and the proposed Contract Documents (including all Addenda issued prior to receipt of Bids).

### **2.0 EXAMINATION OF CONTRACT DOCUMENTS AND PROJECT SITE**

Before submitting a Bid, each BIDDER must:

- A. Examine and study the Project Plans and Contract Documents thoroughly.
- B. Visit the site to become familiar with local conditions that may in any manner affect performance of the Work.

Before submitting a Bid, each BIDDER may, at BIDDER's own expense, make or obtain any additional examinations, investigations, explorations, tests and studies and obtain any additional information and data which pertain to the physical conditions (surface, subsurface and underground facilities) at or contiguous to the site or otherwise which may affect cost, progress, performance or furnishing of the Work and which BIDDER deems necessary to determine its Bid for performing and furnishing the Work in accordance with the time, price and other terms and conditions of the Contract Documents.

Any explorations or tests that each BIDDER deems necessary for submission of the Bid shall be coordinated and performed with the prior approval of the City of Alamogordo. Any work of this nature will be done in strict compliance with all applicable permits, requirements and regulations.

- C. Be familiar with federal, state and local laws, ordinances, rules and regulations affecting performance of the work and employment of labor.
- D. Carefully correlate any observations with the requirements of the Contract Documents.
- E. Notify ENGINEER of all conflicts, errors or discrepancies in the Contract Documents.
- F. Note that information and data reflected in the Contract Documents with respect to Underground Facilities at or contiguous to the site is based upon information and data furnished to OWNER and ENGINEER by owners of such Underground Facilities or others, and neither the ENGINEER nor the OWNER assumes responsibility for the accuracy or completeness thereof. It shall be the CONTRACTOR's sole responsibility to locate all utilities before any work commences.

The submission of a bid will constitute an incontrovertible representation by BIDDER that BIDDER has complied with all requirements contained herein, that without exception the Bid is premised upon performing and furnishing the Work required by the Contract Documents and such means, methods, techniques, sequences or procedures of construction as may be indicated in or required by the Contract Documents, and that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

### **3.0 INTERPRETATIONS AND ADDENDA**

All questions about the meaning or intent of the Contract Documents shall be submitted via fax (575) 439-4117 or e-mail [bpyeatt@ci.alamogordo.nm.us](mailto:bpyeatt@ci.alamogordo.nm.us) **Questions received after 4:00 p.m. on the November 29, 2017 will not be answered.** Submitted questions will be answered by formal written addenda and will be binding. Oral clarification will not be binding.

Each Addenda shall be made part of the Contract Documents to the same extent as though contained in the original documents and itemized listings thereof. On the Bid Proposal, each BIDDER shall acknowledge receipt of each Addenda.

### **4.0 CONTRACT TIME**

The number of calendar days within which, or the dates by which, the Work is to be substantially completed and ready for Final Payment (the Contract Time) as set forth in the AGREEMENT, Section 8. This time may be defined as a specified fixed date or a given number of calendar days. The Contract Time may be amended by mutual written Agreement to include authorized time extensions as the performance of the Contract requires.

### **5.0 LIQUIDATED DAMAGES**

Provisions for liquidated damages are set forth in the AGREEMENT, Section 8.

### **6.0 SUBSTITUTE OR "OR-EQUAL" ITEMS**

The Contract, if Awarded, will be on the basis of materials and equipment described in the Drawings or specified in the Specifications without consideration of possible substitutes or "or-equal" items. Whenever it is indicated in the Drawings or in the Specifications that a substitute or an "or-equal" item of material or equipment may be furnished or used by the CONTRACTOR, if acceptable to ENGINEER, application for acceptance will not be considered by ENGINEER until after the Effective Date of the AGREEMENT. The procedure for the submission of any such application by the CONTRACTOR for consideration by the ENGINEER is set forth in the General Conditions.

### **7.0 SUBCONTRACTORS**

BIDDERS will submit to OWNER a list of all Subcontractors and other persons and organizations proposed for those portions of the Work whose value in services is \$5,000.00 or more. **SUCH LIST WILL BE COMPLETED AND SUBMITTED WITH THE BID AND SHALL INCLUDE THE NAME AND ADDRESS OF EACH SUBCONTRACTOR AND THE NATURE OF THE WORK TO BE PERFORMED.** If OWNER or ENGINEER, after due investigation, has reasonable objection to any proposed Subcontractor, other person, or organization, they may before giving the Notice of Award, request the Apparent Low BIDDER to submit an acceptable



substitute Subcontractor without an increase in the Bid Price. If the Apparent Low Bidder declines to make any such substitution, he will not thereby sacrifice his Bid Security. Any Subcontractor, other person, or organization so listed and to whom OWNER or ENGINEER does not make written objection prior to the giving of the Notice of Award will be deemed acceptable to OWNER and ENGINEER.

The CONTRACTOR shall not be required to employ any Subcontractor, other person, or organization against whom CONTRACTOR has reasonable objection.

The BIDDER is specifically advised that any person, firm, or other party to whom it is proposed to award a subcontract must be acceptable to the OWNER.

## **8.0 WAGE RATES**

The BIDDER's attention is directed to the fact that the prevailing State Wage Rate Decision listed by the New Mexico Department of Workforce Solutions and contained in Section 12, herein, shall also be made a part of the Contract. It shall be the BIDDER'S responsibility to be thoroughly informed of all state, federal and local laws and statutes pertaining to the employment and shall strictly adhere to such laws and regulations.

## **9.0 COLLUSION - GENUINE BID**

The BIDDER, by submitting a Bid, certifies that the Bid is genuine and is not a sham or collusive, or made in the interest, or in the behalf of any person not named as BIDDER, and that the BIDDER has not directly or indirectly induced or solicited any other BIDDER to put in a sham Bid, or any other person, firm or corporation to refrain from bidding, and that the BIDDER has not in any manner sought by collusion to secure himself an advantage over any other BIDDER.

## **10.0 QUANTITIES**

The quantities set forth in the Bid Schedule are estimated quantities. Payment will be made at the unit price bid amounts for the Work actually performed. The City reserves the right to increase or decrease quantities. The CONTRACTOR shall not be paid for any portion of the Project built beyond plan dimensions and thickness. The OWNER has the right (and BIDDER by submission of a Bid, agrees OWNER has this right) to increase or reduce the quantities shown in the Bid Schedule up to twenty-five (25) percent before the CONTRACTOR can present a claim to adjust the unit bid prices.

## **11.0 EQUAL EMPLOYMENT OPPORTUNITY**

During the performance of this contract, the CONTRACTOR agrees as follows:

The CONTRACTOR will not discriminate against any employee or applicant for employment because of race, creed, color, or national origin. The CONTRACTOR will take affirmative action to insure that applicants are employed, and that employees are treated during employment without regard to their race, creed, color, or national origin. 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.

The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

## **12.0 GROSS RECEIPTS SURETY BOND**

Effective July 1, 1975, New Mexico House Bill 262 added Section 7-1-55, NMSA 1978 to the Tax Administration Act, Subsection A, provides for any person engaged in the construction business, as defined in Section 7-9-3, NMSA 1978, who does not have its principal place of business in New Mexico and enters into a prime construction contract to be performed in this state, at the time such contract is entered into, to furnish the Commissioner of Revenue or an authorized delegate with a surety bond, or other acceptable security, in a sum equivalent to the gross receipts to be paid under the contract, multiplied by the sum of the applicable rate of the gross receipts tax imposed by Section 7-9-4, NMSA 1978, plus the rate of tax imposed by the local option gross receipts tax. Upon receipt of a surety bond, or other acceptable security, the Commissioner, or the delegate, shall issue a certificate stating that the requirements of this section have been met.

## **13.0 SAFETY STANDARDS AND ACCIDENT PREVENTION**

With respect to all Work performed under this Contract, the CONTRACTOR shall:

- A. Comply with the safety standards provisions of applicable laws, building and construction codes, the "Manual of Accident Prevention in Construction" published by the Associated General Contractors of America, the requirements of the Occupational Safety and Health Act of 1970 (Public Law 91-596).
- B. Exercise every precaution at all times for the prevention of accidents and the protection of persons (including employees) and property.
- C. Maintain in the Project Office or other well known place at the job site, all articles necessary for giving first aid to the injured, and shall make standing arrangements for the immediate removal to a hospital or a doctor's care of persons (including employees), who may be injured on the job site. In no case shall employees be permitted to work at a job site before the employer has made a standing arrangement for removal of injured persons to a hospital or a doctor's care.

## **14.0 WORK ON OR ADJACENT TO PRIVATE PROPERTY**

The CONTRACTOR shall be required to provide access for the residents and businesses along the construction route to the satisfaction of the ENGINEER. In addition, any private improvements that exist shall be preserved against damage from the CONTRACTOR's activities. The CONTRACTOR shall be required to remove and rebuild any improvements damaged during construction at his sole expense. These improvements include but are not limited to: buildings, fences, sidewalks, structures, walls, driveways, and landscaping. The CONTRACTOR shall not be allowed to make a claim for additional Time or expense due to rebuilding improvements damaged by construction activities.

Except as specified otherwise, in the execution of work on private property, the CONTRACTOR shall make all arrangements with the private property owners to the satisfaction of both the private owner and the ENGINEER before proceeding with the Work. Items removed on private

property to facilitate access to the Work shall be replaced to a condition satisfactory to both the private property owner and the ENGINEER at the cost of the CONTRACTOR.

#### **15.0 TWELVE (12) HOUR CALL-OUT NOTICE**

The CONTRACTOR shall be required to maintain a clean, safe work site as well as adequate, safe access for all residents and businesses along the construction routes, to the satisfaction of the ENGINEER. This Work shall include any measures necessary to keep the site clean and safe, and provide access, including but not limited to routine sweeping, treatment to prevent blowing soil, complete removal of mud, grading, temporary driveways, and import of dry suitable material to form temporary driving surfaces.

Upon verbal notification by the ENGINEER, the CONTRACTOR shall perform whatever measures necessary to provide the required cleanup for adequate and safe site conditions and access to adjacent property. The CONTRACTOR shall have twelve (12) hours to respond and begin the work required to clean up the work site or provide said access.

Failure by CONTRACTOR to respond and begin corrective Work within twelve (12) hours will cause OWNER to hire an independent CONTRACTOR to perform the Work required, as determined solely on the ENGINEER's opinion, and withhold all expenses incurred from the CONTRACTOR's Payment for the Project. The CONTRACTOR, by submission of a Bid, agrees to the above stated conditions and is required to sign the Call Out Notice Acknowledgment in Section 3 - Bid Schedule.

#### **16.0 COPIES OF BIDDING DOCUMENTS**

Specifications and Drawings will be available to BIDDERS from the City of Alamogordo, Purchasing Department, 2600 N. Florida Avenue, Alamogordo, New Mexico, 88310. Requests may be faxed to (575) 439-4117 or emailed to [cquairoli@ci.alamogordo.nm.us](mailto:cquairoli@ci.alamogordo.nm.us). Specifications and Drawings will be available on Compact Disc (CD) only. The CD will be provided at no charge. If the CD is to be mailed, the requestor shall supply the Purchasing Department with a pre-paid mailing account and the appropriate information required for delivery.

Complete sets of Bidding Documents must be used in preparing Bids. Neither OWNER nor the ENGINEER assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

OWNER and ENGINEER in making copies of Bidding Documents available on the above terms do so only for the purpose of obtaining Bids on the Work and do not confer a license or grant for any other use.

#### **17.0 SUBMISSION OF BIDS**

**The following bid documents are to be submitted as your Bid:**

**Section 3 - Bid Schedule**

**Section 4 - Subcontractor's Fair Practice Act Compliance**

**Section 5 - Bid Bond**

**Section 6 - Statement of Bidders Qualifications**

**Section 7 - Campaign Contribution Disclosure Form,**

- Resident Business Certificate (if applicable),  
Resident Veterans Preference Certification (if applicable)**
- **Copy of State of New Mexico, Regulation and Licensing Department, Construction Industries Division License(s)**
  - **Copy of New Mexico Department Workforce Solutions, Certificate of Public Works Registration**

**and any other information that may be required.**

Prices shall be filled in for all items on the Bid Schedule. The Bid Schedule must be completed in ink or by typewriter.

Bids by corporations must be executed in the corporate name by the president or vice-president (or other corporate officer accompanied by evidence of authority to sign) and the corporate seal shall be affixed to the Bid and attested by the secretary or an assistant secretary. The corporate address and state of incorporation shall be shown below the signature. Bids by partnerships must be executed in the partnership name and signed by a partner, whose title must appear under the signature, and the official address of the partnership must be shown below the signature.

All names must be typed or printed below the signature.

The Bid shall contain an Acknowledgment of Receipt of all Addenda (the numbers of which shall be filled in on the Bid Schedule), and acknowledgment of the Twelve (12) Hour Call-Out Notice.

Bids shall be submitted before the time and place stated herein. Bids received after the Bid Opening time will be returned unopened. Faxed bids will not be accepted.

The address and telephone number for communications regarding the Bid must be shown.

Alterations to Bid amounts by erasures or by interlineations shall be initialed by the signer of the Bid. Any Bid not duly signed will not be considered. All Bids shall be submitted and received with the understanding that the BIDDER accepts the terms and conditions as set forth herein.

Each Bid, accompanied by the Bid Security and all other required documents shall be placed in a sealed opaque envelope marked with the words "Bid Proposal", the Project title, the Public Works Bid Number (shown on the title sheet of the Specification book), Attn: Engineering Department, and the name and address of the BIDDER.

## **18.0 QUALIFICATIONS OF BIDDERS**

To demonstrate qualifications to perform the Work, each BIDDER must submit with their Bid, the "Statement of Bidder's Qualifications" contained in Section 6 herein. The City of Alamogordo reserves the right to require additional information and to reject any and all bids from BIDDERS that OWNER determines not to be qualified to carry out the obligations of the Contract and complete the Project.

## **19.0 BID SECURITY**

Bid Security in the amount of five (5) percent of the amount of the Bid shall accompany the Bid documents. This Bid Security must be in the form of a certified or bank cashier's check, payable without condition or recourse, to the OWNER or it may be a Bid Bond issued by a surety licensed to conduct business in the State of New Mexico and be named in the current list of the Insurance Division, State Corporation Commission, Santa Fe, New Mexico.

The attached Bid Security is to become the property of the OWNER in the event the AGREEMENT and Bonds are not executed within the time specified in these Instructions to Bidders, as liquidated damages for the delay and additional expenses caused to the OWNER. The Bid Security is submitted as a guarantee that the BIDDER, if Awarded the Contract, will Execute such Contract in accordance with the Bid Schedule - Section 3, and in the manner and form required by the Contract Documents.

The Bid Security of the three (3) lowest Bidders will be retained until the Contract is Awarded or other disposition is made. Bid Proposals submitted without the required Bid Security will not be considered. Attorneys-in-fact who sign the Bid Security must file a certified and effective dated copy of their power of attorney.

The Bid Security of the successful BIDDER will be retained until such BIDDER has Executed the Agreement and furnished the required Contract security. If the successful BIDDER fails to Execute and deliver the Agreement and to furnish the required Contract Security within ten (10) days after the Notice of Award, OWNER may annul the Notice of Award and the Bid Security of that BIDDER will be forfeited. The Bid Security of other BIDDERS whom OWNER believes to have a reasonable chance of receiving the Award may be retained by OWNER until the earlier of the seventh (7th) day after the Effective Date of the Executed AGREEMENT or the sixty-first (61st) day after the Bid Opening.

## **20.0 GROSS RECEIPTS TAXES, PERMITS AND LICENSES**

Prices stated in the Bid Schedule shall not include applicable State gross receipts or applicable local option taxes. Taxes shall be added to the subtotal Bid amount. The CONTRACTOR will be reimbursed for the actual gross receipts tax liability incurred during construction. The CONTRACTOR will be responsible for all permits and licenses required to perform the Work.

## **21.0 OPENING OF BIDS**

BIDDERS are invited to be present at the Bid Opening. The person reading the Bids will utilize the following procedure prior to reading the amount of the Bid:

- A. Read name of BIDDER and BIDDER's New Mexico contractor's license number and classification.
- B. Check for list of Subcontractors to be utilized on the Project.
- C. Verify that the proper Bid Security is enclosed.

- D. Verify receipt of the Statement of Bidder's Qualifications.
- E. Verify Bidder's Acknowledgment of each Addendum issued, if any.
- F. Verify Bidder's Acknowledgment of the Twelve (12) Hour Call-Out Notice.
- G. Determine whether the Bid Schedule is signed.
- H. Verify receipt of State of New Mexico, Regulation and Licensing Department, Construction Industries Division License.
- I. Verify receipt of New Mexico Department Workforce Solutions, Certificate of Public Works Registration.
- J. Verify receipt of Campaign Contribution Disclosure Form.
- K. Verify receipt of Resident Veterans Preference Certification.
- L. Verify any other information that may be required from other funding sources. (If this is a federally funded project, federal "pink sheets" must be completed and signed.)
- M. Proceed with reading the Bid amounts.

If any of the requirements of the Contract Documents have not been met, the Bid shall be subject to rejection based solely on the OWNER'S discretion.

## **22.0 BIDS TO REMAIN SUBJECT TO ACCEPTANCE**

The OWNER will require time to study and canvass each Bid to determine which Bid is in the best interest of the OWNER. In consideration thereof, no Bid Proposal may be withdrawn after the scheduled closing time for receipt of Bids, for a period of sixty (60) days. The OWNER may return any or all Bids along with the Bid Security prior to that date.

## **23.0 AWARD OF CONTRACT**

The OWNER reserves the right to reject any and all Bids, to waive any and all formalities. Also, OWNER reserves the right to reject the Bid of any BIDDER if OWNER believes that it would not be in the best interest of the OWNER to make an Award to that BIDDER.

In evaluating Bids, the OWNER will consider the qualifications of the BIDDERS as well as other prescribed requirements, and such alternates, unit prices and other data, as may be requested in the Bid Schedule or by the OWNER prior to the Notice of Award.

The OWNER may consider the qualifications and experience of the CONTRACTOR, Subcontractors, suppliers, and other persons and organizations proposed in evaluating the Bids. The OWNER may also consider the operating costs, maintenance requirements, performance data and guarantees of major items of materials and equipment proposed for incorporation in the Work when such data is required to be submitted prior to the Notice of Award.

The OWNER may conduct such investigations as deemed necessary in the evaluation of any Bid and to establish the responsibility, qualifications and financial ability of each BIDDER,

proposed Subcontractors, suppliers and other persons and organizations to perform and furnish the Work. If requested by the OWNER, the BIDDER shall provide a certified statement of financial condition.

The Contract will be Awarded to the BIDDER whose evaluation by the OWNER indicates that said Award will be in the best interests of the City.

If the Contract is to be Awarded, OWNER will give the Successful BIDDER a Notice of Award within seventy-five (75) days after the day of the Bid Opening. BIDDERS are hereby notified that, if Awarded the Contract, they **MAY NOT** assign payments due under the Award without permission of the OWNER. Further, BIDDERS are notified that consent to such assignments will be rarely granted.

**24.0 PERFORMANCE BOND, LABOR AND MATERIAL PAYMENT BOND, AND CERTIFICATE OF INSURANCE BOND**

Upon receipt of Notice of Award, the BIDDER will Execute the formal Contract Documents within ten (10) days and deliver the Performance Bond, Labor and Material Bond and Certificate of Insurance as required herein, naming the OWNER as co-insured. Each Surety Bond shall be in the amount of one hundred (100) percent of the total Contract Price as security for the faithful performance of the Contract and for the payment of all labor and materials. The sureties on such bonds shall be duly authorized to conduct business in the State of New Mexico and acceptable to the OWNER and shall otherwise meet the requirements set forth in the Contract Documents. Attorneys-in-fact who sign Payment and Performance Bonds must file with each bond a certified and effective dated copy of their power of attorney. Sureties must also identify a service agent in the State of New Mexico.

OWNER reserves the right to require that any Bond furnished pursuant to the Contract Documents be in a form acceptable to OWNER. OWNER may reject any Bond which is not acceptable. CONTRACTOR'S inability to provide a Bond acceptable to OWNER may serve to render the Bid non-responsive.

**25.0 EXECUTION OF CONTRACT**

The Contract Agreement shall be Executed in two (2) counterparts, any one of which shall be deemed to be an original, and shall be distributed as follows:

CONTRACTOR	1 original
OWNER	1 original

**26.0 CONSTRUCTION SCHEDULE**

The CONTRACTOR shall submit to the OWNER a proposed construction schedule in accordance with Article 2.8 of the General Conditions, Section 13. The CONTRACTOR is required to schedule the Work so as to minimize disturbance to the local residents and businesses. See Section 8 Article 3 for allowable working days.

**27.0 MAJOR EQUIPMENT**

Upon the Execution of the Contract Documents, the CONTRACTOR shall immediately place orders for all equipment and materials to be used on the Project. It is recommended that the CONTRACTOR place tentative orders, subject to cancellation for failure to complete the Contract Documents upon Notification of Award, for all equipment and materials with critical delivery dates.

## **28.0 SHOP DRAWINGS**

Shop Drawings, descriptive literature and calculations as required covering all materials and equipment proposed for the job shall be submitted in three (3) copies by the CONTRACTOR to the ENGINEER for approval. The purpose of the Shop Drawings is to show the ENGINEER that the CONTRACTOR understands the design concept, demonstrating CONTRACTOR's understanding by indicating which equipment and material CONTRACTOR intends to furnish and install, and by detailing the fabrication and installation CONTRACTOR intends to use.

All data submitted shall be complete, including type, size, number required, etc., as called for in the Contract, Project Plans, and Specifications. If material or equipment other than that specified is submitted for approval, the submittal data shall clearly show and point out any differences with adequate information to determine its equality.

The approval of the Shop Drawings by the ENGINEER shall not be construed as a complete check, but will indicate that the general method of construction is satisfactory. Approval of the Shop Drawings will not relieve the CONTRACTOR of the responsibility for any errors or omissions which may exist. The CONTRACTOR will be responsible for the satisfactory construction of all Work covered under this Contract. If deviations, discrepancies or conflicts between Shop Drawings and Specifications are discovered either prior to, or after, Shop Drawing submittals are processed by the ENGINEER, the Design Drawings and Specifications shall control and shall be followed.

All data shall be submitted in strict accordance with the following procedures:

- A. Submit to the ENGINEER within fifteen (15) days after the Notice of Award.
- B. Submittals shall be made in groups of items which are related to facilitate cross checking and coordination.
- C. Each submittal shall be accompanied by a letter giving the CONTRACTOR's name, the Project name and an itemized list of the submittal data.

Should this procedure not be followed, the CONTRACTOR shall make no claim for loss of time or money as a result of delay in receiving approved submittal data. Material fabricated or equipment delivered to the site before the approved submittals have been returned to the CONTRACTOR shall be subject to rejection by the ENGINEER.

OWNER shall review each submittal and provide written acceptance or rejection within ten (10) working days after receipt.

## **29.0 WORK GUARANTEE**

The CONTRACTOR shall guarantee in writing all Work constructed under this Contract against defective materials and workmanship as follows:



All items of Work shall be guaranteed for a period of one (1) year, unless stated otherwise in these Specifications.

The Performance Bond shall guarantee claims for damages due to the workmanship for the same period as stated above. The Guarantee Period begins on the date of Substantial Completion of the Work as determined by the OWNER. All corrective work satisfying the Guarantee Periods shall be accomplished at no cost to the OWNER. Emergency repairs performed by forces of or on the behalf of the OWNER will be billed to the CONTRACTOR. The Labor and Materials Payment Bond shall guarantee payment for all equipment, equipment rental, labor and materials for a period of one (1) year after Substantial Completion of the Work.

### **30.0 BID EVALUATION CRITERION FOR AREA BUSINESSES**

Effective March 15, 2015, the Alamogordo City Commission adopted Ordinance No. 1490 establishing Bid Evaluation Criterion for area businesses. Any business licensed in New Mexico, with a current business registration from the City of Alamogordo, with fixed offices or distribution points within fifteen (15) miles of the city limits of Alamogordo and able to furnish evidence of payment of New Mexico Gross Receipts tax shall qualify. If the Bid from the local business multiplied by 0.90 is less than or equal to the lowest responsible BIDDER, who does not qualify as a local business, the Contract will be offered to the local business at the same price as the lowest Bid. Acceptance of the offer is optional for the local business. If the area business rejects the offer, the Contract will be Awarded to the lowest responsible BIDDER.

Such acceptance by the area business must be in writing and signed by a principal officer of the firm. In addition, the acceptance package must include an affidavit that the area business meets the criterion set forth in the ordinance and an adjusted Bid Schedule such that the grand total is equal to the lowest BIDDER's Price.

View the following link for the complete Ordinance No. 1490 Local Preference:

*<http://ci.alamogordo.nm.us/AssetsOrdinance+1490.pdf>*

This procurement will be conducted in accordance with the City of Alamogordo Purchasing Ordinance No. 1304

### **31.0 PRE-BID MEETING**

A non-mandatory Pre-Bid Meeting will be held at **10:30 am, November 16, 2017**, at the Family Recreation Center at 1100 Oregon Avenue, Alamogordo, New Mexico.

### **32.0 Construction Industries Division (CID) Project Classification Determination**

**Construction Industries Division (CID) Project Classification Determination is GB-98** as regulated by Construction Industries Division, 2550 Cerrillos Road, Santa Fe, NM 87505. In accordance with the provisions of the New Mexico Construction Industries Licensing Act, all project work must be performed by properly licensed contractors and subcontractors with active licenses in good standing as of the date and time specified for Bid Opening. The City has determined that the Contractor shall possess a valid license classification as specified above or other appropriate license classification under the Construction Industries Licensing Act at the time the contract is Bid. Any work outside the scope of the Prime Contractor's classification(s) must be subcontracted. Any work subcontracted by a Prime Contractor must be performed by

an entity that is validly licensed in the classification(s) of the work that is to be subcontracted as of the date and time specified for Bid Opening. Bids that do not satisfy applicable licensing requirements will be considered non-responsive.

### **33.0 IN-STATE PREFERENCE**

To receive a resident contractor preference pursuant to Section 13-4-2 NMSA 1978, a contractor shall submit with its Bid a copy of a valid resident contractor certificate issued by the taxation and revenue department. For the purpose of Awarding, a Bid submitted by a resident contractor shall be deemed to be five percent (5%) lower than the Bid actually submitted.

For information on obtaining a resident contractor certificate, the potential Bidder should contact the State of New Mexico Taxation and Revenue Department, P.O. Box 5373, Santa Fe, New Mexico 87502-5374, telephone (505) 827-0951 or on the web at

*<http://www.tax.newmexico.gov/forms-and-publications/pages/recently-updated.aspx>*

### **34.0 RESIDENT VETERANS PREFERENCE**

To receive a Resident Veterans Preference pursuant to Section 13-1-21 and 13-1-22 NMSA 1978, a resident veterans business shall submit with its Bid a copy of a valid "Resident Veterans Preference Certification" issued by the taxation and revenue department (TRD). For the purpose of Awarding, resident veteran business must obtain a preference number and certificate from the New Mexico Department of Taxation & Revenue dated after July 1, 2016. Refer to Section 7.

For information on obtaining a resident contractor certificate, the potential Bidder should contact the State of New Mexico Taxation and Revenue Department, P.O. Box 5373, Santa Fe, New Mexico 87502-5374, telephone (505) 827-0926, (505) 827-0949, (505) 827-0948 or the Taxation and Revenue Department website.

Local Business Preference, In-State Preference and Resident Veteran Business Preference cannot be cumulative. The Bidder will only be credited one of the preferences.

**SECTION 3 – BID SCHEDULE**

**ALAMOGORDO FAMILY RECREATION CENTER  
GYMNASIUM HVAC UPGRADE  
DECEMBER 7, 2017**

ITEM NO.	CONSTRUCTION ITEMS Items with unit or lump sum bid prices should be written in numerals on the blank lines.	LUMP SUM BID
1	<b>LUMP SUM</b>  -REPLACEMENT OF EXISTING HEATING, VENTILATING UNITS AND EVAPORATIVE COOLERS WITH NEW PACKAGED DX NATURAL GAS FIRE HEATING ROOFTOP UNITS, -EXTENSION OF NEW CONDENSATE DRAIN LINES FOR THE NEW ROOFTOP UNITS AND NEW GAS LINE EXTENSIONS FOR UNITS, -INSTALLATION OF NEW AIR DISTRIBUTION DECTWORK AND DEVICES	\$ _____

**TOTAL BID \$ \_\_\_\_\_**

**NOTE: Gross receipts tax shall be paid with each pay request as it is submitted at the current tax rate for Alamogordo, New Mexico (Alamogordo – 8.000%). Do not include NMGRT in unit bid prices above.**

**FAMILY RECREATION CENTER GYMNASIUM HVAC UPGRADE**  
**Public Works Bid No. 2017-016**  
**December 7, 2017**

To the City of Alamogordo, New Mexico (hereinafter called "OWNER"), the undersigned, (hereinafter called "BIDDER"), in compliance with your invitation for bids for the construction of **FAMILY RECREATION CENTER GYMNASIUM HVAC UPGRADE - Public Works Bid No. 2017-016**, having carefully examined the Contract Documents and the site of the proposed Work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the Project in accordance with the Contract Documents, within the time set forth herein, and at the unit prices stated above. These prices are to cover all expenses incurred in performing the Work required under the Contract Documents of which this Bid Schedule is a part. Quantities shown in this Bid Schedule are estimated and actual payment will be made on the basis of the unit bid prices for confirmed quantities as constructed.

BIDDER acknowledges receipt of the following addenda:

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**CALLOUT NOTICE ACKNOWLEDGMENT:**

---

Authorized Signature of Bidder

---

Business Name of Bidder

---

Authorized Signature of Bidder

---

Printed Name and Title of Authorized Signature

---

BIDDER'S New Mexico Contractor's License No. & Classification

---

BIDDER'S FEIN

---

Address

---

Telephone

---

Fax

---

e-mail

(SEAL)      If Bid Proposal is submitted by a corporation.

## SECTION 4 - SUBCONTRACTOR'S FAIR PRACTICE ACT COMPLIANCE

This Project is subject to the provisions of the State of New Mexico Subcontractor's Fair Practice Act.

Listing Threshold \$5,000.00 or one-half (1/2) of one percent (1%) of the engineer's or architect's estimate of the total Project cost, whichever is greater.

For each category of the Project list all Subcontractors, sub-Subcontractors, other organizations, and/or persons which the BIDDER will be subcontracting, for an amount exceeding the listing threshold indicated above, the BIDDER shall define the subcontracting categories and list only one Subcontractor, sub-Subcontractor, other organization, and/or person for each category. The listing shall be in the format indicated on the following page, and shall be completed and submitted with the Bid.

No CONTRACTOR whose Bid is accepted shall sublet or subcontract any portion of the Work of the Project in an amount exceeding the threshold amount given above, where the original Bid amount did not designate a subcontract, unless 1) the CONTRACTOR received no bid for that category (note: the BIDDER must designate on the list of Subcontractors that "no bid was received"), or 2) the Work is pursuant to a change order that causes changes or deviations from the original Contract.

No CONTRACTOR whose Bid is accepted shall substitute any Subcontractor in place of the Subcontractor listed in the Bid except as provided for in the Subcontractor's Fair Practice Act.

**Contractor and Subcontractors will register with the New Mexico Workforce Solutions on-line database exchange system at <[www.dws.state.nm.us/Public-Works](http://www.dws.state.nm.us/Public-Works)>**

**LIST OF PROJECT SUBCONTRACTORS FOR  
AMOUNTS EXCEEDING THE LISTING THRESHOLD  
(THIS FORM MUST BE FILLED OUT AND SUBMITTED WITH BID)**

---

Subcontractor's Business Name \_\_\_\_\_  
Principal Place of Business \_\_\_\_\_  
Telephone No. \_\_\_\_\_  
Business Email Address \_\_\_\_\_  
NM Contractor's License No. \_\_\_\_\_  
Type of Work \_\_\_\_\_  
Amount \$ \_\_\_\_\_  
Federal Employee ID# \_\_\_\_\_

---

Subcontractor's Business Name \_\_\_\_\_  
Principal Place of Business \_\_\_\_\_  
Telephone No. \_\_\_\_\_  
Business Email Address \_\_\_\_\_  
NM Contractor's License No. \_\_\_\_\_  
Type of Work \_\_\_\_\_  
Amount \$ \_\_\_\_\_  
Federal Employee ID# \_\_\_\_\_

---

Subcontractor's Business Name \_\_\_\_\_  
Principal Place of Business \_\_\_\_\_  
Telephone No. \_\_\_\_\_  
Business Email Address \_\_\_\_\_  
NM Contractor's License No. \_\_\_\_\_  
Type of Work \_\_\_\_\_  
Amount \$ \_\_\_\_\_  
Federal Employee ID# \_\_\_\_\_

---

Signature of Authorized Representative for BIDDER \_\_\_\_\_ Date \_\_\_\_\_

Duplicate, complete, and submit additional sheets as required.

**SECTION 5 - BID BOND**

KNOW ALL MEN BY THESE PRESENTS, that we the undersigned,  
\_\_\_\_\_, as PRINCIPAL, and  
\_\_\_\_\_, as SURETY are held and firmly bound unto The  
City of Alamogordo, New Mexico, hereinafter called the OWNER, in the penal sum of  
\_\_\_\_\_ dollars, (\$\_\_\_\_\_) lawful money of the United  
States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs,  
executors, administrator, successors, personal representatives, and assigns, jointly and  
severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the PRINCIPAL has  
submitted the accompanying Bid, dated \_\_\_\_\_, 20\_\_\_\_, for  
\_\_\_\_\_  
\_\_\_\_\_.

NOW, THEREFORE, if the PRINCIPAL shall not withdraw said Bid within the period therein  
specified after the Opening of the same or, if no period be specified, within sixty (60) days after  
the said Opening, and shall within the period specified therefore, or if no period be specified,  
within fifteen (15) days after the prescribed forms are presented to PRINCIPAL for signature,  
enter into a written Contract with the OWNER in accordance with the Bid as accepted, and give  
bond with good and sufficient surety or sureties, as may be required, for the faithful performance  
and proper fulfillment of such Contract, or in the event of the withdrawal of said Bid within the  
period specified, or the failure to enter into such Contract and give such bond within the time  
specified, the PRINCIPAL shall pay the OWNER the difference between the amount specified in  
said Bid and the amount for which the OWNER may procure the required Work or supplies or  
both, if the latter be in excess of the former, then the above obligation shall be void and of no  
effect, otherwise to remain in full force and virtue.

IN WITNESS WHEREOF, the above bounded parties have executed this instrument under their several seals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the name and corporate seal of each corporate party being hereto affixed and these presents signed by its undersigned representative, pursuant to authority of its governing body.

In presence of:

\_\_\_\_\_  
[Individual PRINCIPAL] [SEAL]

\_\_\_\_\_  
[Business Address]

\_\_\_\_\_  
[Partnership] [SEAL]

\_\_\_\_\_  
[Business Address]

Attest: \_\_\_\_\_

By: \_\_\_\_\_  
[Corporate PRINCIPAL]

\_\_\_\_\_  
[Business Address]

By: \_\_\_\_\_ Affix  
Corporate Seal

\_\_\_\_\_  
Attest: \_\_\_\_\_

\_\_\_\_\_  
[Corporate SURETY]

By: \_\_\_\_\_ Affix  
Corporate Seal  
Countersigned

By: \_\_\_\_\_

Attorney-in-Fact<sup>1</sup>, State of \_\_\_\_\_

\_\_\_\_\_

<sup>1</sup>Power-of-attorney for person signing for Surety Company must be attached to bond and must indicate availability for service in the State of New Mexico and a current mailing address.



## SECTION 6 - STATEMENT OF BIDDER'S QUALIFICATIONS

### (TO BE SUBMITTED BY THE BIDDER AND INCLUDED WITH BID)

All questions must be answered and the data given must be clear and comprehensive. This statement must be notarized. If necessary, questions may be answered on separate attached sheets. The BIDDER may submit additional information.

1. Name of Bidder and N.M. Contractor's License Number.
  2. Permanent main office address.
  3. When organized.
  4. If a corporation, where incorporated.
  5. How many years have you been engaged in the contracting business under your present firm or trade name?
  6. Contracts on hand. (Schedule these, showing amount of each contract and the approximate anticipated dates of completion.)
  7. General character of work performed by your company.
  8. Have you ever failed to complete any work awarded to you? If so, where and why?
  9. Have you ever defaulted on a contract? If so, where and why?
  10. List the more important projects recently completed by your company, stating the approximate cost for each and the month and year completed.
  11. List your major equipment available for this Contract.
  12. Experience in construction work similar in importance to this project.
  13. Background and experience of the principal members of your organization, including the officers.
  14. Credit available: \$\_\_\_\_\_.
  15. Give bank reference:
- 
16. Will you, upon request, fill out a detailed financial statement and furnish any other information that may be required by the OWNER? \_\_\_\_\_

17. The undersigned hereby authorizes any person, firm, or corporation to furnish any information requested by the OWNER in verification of the recitals comprising this statement of BIDDER'S Qualifications. This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, dated \_\_\_\_\_ at \_\_\_\_\_.

\_\_\_\_\_  
Name of BIDDER

By: \_\_\_\_\_

Title: \_\_\_\_\_

State of \_\_\_\_\_ )

)ss.

County of \_\_\_\_\_ )

\_\_\_\_\_, the \_\_\_\_\_ of  
Name Position

\_\_\_\_\_ being duly sworn,  
Company Name

deposes and says that the answers to the foregoing questions and all statements therein contained are true and correct.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

My Commission expires \_\_\_\_\_, 20\_\_\_\_

## SECTION 7- CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to Chapter 81, Laws of 2006, any prospective contractor seeking to enter into a Contract with any state agency or local public body **for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources** must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or local public body during the two (2) years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two (2) years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two (2) year period.

Furthermore, the state agency or local public body shall void an executed contract or cancel a solicitation or proposed award for a proposed contract if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

THIS FORM MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

**“Applicable Public Official”** means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

**“Campaign Contribution”** means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to either statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or un-reimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

**“Contract”** means any agreement for the procurement of items of tangible personal property, services, professional services, or construction.

**“Family Member”** means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law.

**“Pendency of the Procurement Process”** means the time period commencing with the public notice of the Request for Proposals and ending with the award of the Contract or the cancellation of the Request for Proposals.

**“Person”** means any corporation, partnership, individual, joint venture, association or any other private legal entity.

**“Prospective Contractor”** means a person who is subject to the competitive sealed proposal process set forth in the Procurement Codes or is not required to submit a competitive sealed proposal because that person qualifies for a sole source or a small purchase contract.

**“Representative of a Prospective Contractor”** means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

DISCLOSURE OF CONTRIBUTIONS:

Contribution Made By: \_\_\_\_\_

Relation to Prospective Contractor: \_\_\_\_\_

Name of Applicable Public Official: \_\_\_\_\_

Date Contribution(s) Made: \_\_\_\_\_

Amount(s) of Contribution(s): \_\_\_\_\_

Nature of Contribution(s): \_\_\_\_\_

Purpose of Contributions(s): \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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

**--OR--**

**NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE** to an applicable public official by me, a family member or representative.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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

This is a notice to all New Mexico resident businesses, New Mexico resident veteran businesses and New Mexico contractors.

1. All resident businesses, resident veteran businesses and contractors must apply for a current certification issued by the Tax and Revenue Department.
2. Certificates issued prior to July 1, 2016 are deemed EXPIRED for purposes of claiming a preference, and therefore all businesses must reapply for certification.
3. Applications for in-state preference will NOT be processed through the State Purchasing Division. All resident businesses, resident veteran businesses and contractors must obtain a preference number & certificate with the New Mexico Department of Taxation & Revenue.
4. Your preference will only apply if a copy of a Certificate issued on or after July 1, 2016 accompanies your bid or proposal.
5. Certificates must be provided with each and every bid and proposal submission individually, even if the Certificate was previously provided to State Purchasing Division with a prior procurement. Certificates missing from procurement submissions will not benefit from the preference.
6. For additional information and application forms:  
Call Tax & Revenue Department at: **505-827-0926, 505-827-0949, 505-827-0948**) or  
Web link to: <http://www.tax.newmexico.gov/Businesses/in-state-veteran-preference-certification.aspx>

## SECTION 8 - CONTRACT AGREEMENT

This AGREEMENT is dated as of the \_\_\_\_\_ day of \_\_\_\_\_ in the year **2017** by and between the City of Alamogordo, a New Mexico municipal corporation ("OWNER") and White Sands Construction, a New Mexico corporation ("CONTRACTOR").

OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

### ARTICLE 1 CONTRACT DOCUMENTS

The Contract Documents which comprise the entire AGREEMENT between OWNER and CONTRACTOR concerning the work consist of the following:

- This AGREEMENT.
- Exhibits to this AGREEMENT.
- All required Bonds.
- Notice of Award.
- Conditions of the Contract (General, Supplementary, and Other Conditions).
- Project Specifications and Scope of Work Detail
- Drawings with each sheet bearing the following general title:

**ALAMOGORDO FAMILY RECREATION CENTER GYMNASIUM HVAC UPGRADE  
PUBLIC WORKS BID No. 2017-016**

- Notice to Proceed.
- Bid Documents and CONTRACTOR'S ***Bid Schedule***
- Certificate of Insurance.
- All Addenda Issued Prior to, and all Modifications Issued after, Execution of this AGREEMENT.

These documents form the Contract, and all are as fully a part of the Contract, as if attached to this AGREEMENT, or repeated herein.

There are no Contract Documents other than those listed above in the Article 1. The Contract Documents may only be amended, modified or supplemented as provided in Section 13, General Conditions.

### ARTICLE 2 WORK

CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

**ALAMOGORDO FAMILY RECREATION CENTER GYMNASIUM HVAC UPGRADE  
PUBLIC WORKS BID No. 2017-016**

consisting of the following: See attached ***Exhibit A***.

### **ARTICLE 3 TIME OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**

The date of commencement of the Work is the date established in the NOTICE TO PROCEED AS ISSUED BY THE OWNER. Substantial Completion shall be achieved not later than **one hundred twenty (120) calendar days for the Work**, after the date of written "Notice to Proceed", except as hereafter extended by valid written Change Order, by the OWNER. Final Completion shall be achieved not later than **thirty (30)** calendar days after the date of Substantial Completion.

Should the CONTRACTOR neglect, refuse, or otherwise fail to complete the Work within the time specified in this article, the CONTRACTOR agrees, in partial consideration for the award of this Contract, to pay to the OWNER the amount of **Fifteen Hundred Dollars (\$1,500.00)** per consecutive calendar day, not as a penalty, but as liquidated damages for such breach of this Contract.

### **ARTICLE 4 CONTRACT PRICE**

OWNER shall pay CONTRACTOR in current funds for performance of the Work, subject to additions and deductions by Change Order as provided in the Contract Documents, the Contract Price determined as follows:

See CONTRACTOR'S ***Bid Schedule***, attached hereto as ***Exhibit B*** and incorporated by reference.

### **ARTICLE 5 PROGRESS PAYMENTS**

Based upon Applications for Payment submitted in accordance with Article 14 of the General Conditions, the OWNER shall make progress payments on account of the Contract Price to the CONTRACTOR as provided in the Contract Documents for the period ending the last day of the month as follows:

Not later than twenty-one (21) days following receipt by the OWNER, of the undisputed Application, for Payment, one hundred percent (100%) of the portion of the Contract Price properly allocable to labor, materials, and equipment incorporated in the Work, and one hundred percent (100%) of the portion of the Contract Price properly allocable to materials and equipment suitably stored at the site or some other location agreed upon in writing for the period covered by the Application for Payment, less the aggregate of previous payments made by the OWNER; and upon Substantial Completion of the entire Work, a sum sufficient to increase the total payments to one hundred percent (100%) of the Contract Price, less such amounts as the Engineer shall determine for all incomplete Work and unsettled claims as provided in the Contract Documents, which shall be paid in accordance in Article 6 of this Contract.

Valid, undisputed payments, due and unpaid, under the Contract Documents shall bear interest from the date payment is due, at the legal rate established by Laws of 2001, Chapter 68, Section 5. Section 13-4-28, NMSA 1978.

### **ARTICLE 6 FINAL PAYMENT**

Final payment, constituting the entire undisputed, unpaid balance of the Contract Price, shall be paid by the OWNER to the CONTRACTOR within ten (10) days after notification of the OWNER, by the Architect/Engineer that all incomplete and unacceptable Work that was noted during the Substantial Completion Inspection, and listed on the attachment to the Certificate of Substantial Completion has been corrected, and provided the Contract has been fully performed, and a final Certificate for Payment has been issued by the Architect/Engineer. In addition, the CONTRACTOR shall provide to the OWNER a certified statement of Release of Liens (AIA Document G706A or approved form) and Consent of Surety.

## **ARTICLE 7 CONTRACTOR'S REPRESENTATIONS**

CONTRACTOR makes the following representations:

CONTRACTOR has studied and become familiar with the nature and extent of the Contract Documents, Work, site, locality, and all local conditions and Laws and Regulations that in any manner may affect cost, progress, performance or furnishing of the Work.

CONTRACTOR has studied carefully all reports of explorations and tests of subsurface conditions and drawings of physical conditions as provided in Section 13, General Conditions, and accepts the determination of the extent of the technical data contained in such reports and drawings upon which CONTRACTOR is entitled to reply.

CONTRACTOR has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all such examinations, investigations, explorations, tests, reports and studies (in addition to or to supplement those referred above) which pertain to the subsurface or physical conditions at or contiguous to the site or otherwise may affect the cost, progress, performance or furnishing of the Work as CONTRACTOR considers necessary for the performance or furnishing of the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents, including specifically the provisions of Section 13, General Conditions; and no additional examinations, investigations, explorations, tests, reports, studies or similar information or data are or will be required by CONTRACTOR for such purposes.

CONTRACTOR has reviewed and checked all information and data shown or indicated on the Contract Documents with respect to existing Underground Facilities at or contiguous to the site and assumes responsibility for carefully locating said Underground Facilities. No additional examinations, investigations, explorations, tests, reports, studies or similar information or data with respect to said Underground Facilities are or will be required by CONTRACTOR in order to perform and furnish the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents, including specifically the provisions of Section 13, General Conditions.

CONTRACTOR has correlated the results of all such observations, examinations, investigations, explorations, tests, reports and studies with the terms and conditions of the Contract Documents.

CONTRACTOR has given OWNER's Representative all conflicts, errors or discrepancies that CONTRACTOR has discovered in the Contract Documents and the written resolution thereof by OWNER's Representative is acceptable to CONTRACTOR.

## **ARTICLE 8 GENERAL AND SPECIAL PROVISIONS**

The OWNER's Representative is the Project Manager for the City of Alamogordo, New Mexico, who is hereinafter called OWNER's Representative and who is to act as OWNER's Representative, assume all duties and responsibilities and have the rights and authority assigned to OWNER's Representative in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

This AGREEMENT shall be governed exclusively by the provisions hereof, and by the laws of the State of New Mexico, as the same from time to time exist.

Terms used in this AGREEMENT, which are defined in the Conditions of the Contract, shall have the meanings designated in those Conditions.

As between the parties to this AGREEMENT: As to all acts or failures to act by either party to this AGREEMENT, any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued in any and all events not later than the relevant Date of Substantial Completion of the Work; and as to any acts or failures to act occurring after the relevant



Date of Substantial Completion, not later than the date of the OWNER's approval of the Final Certificate of Payment.

The CONTRACTOR shall hold harmless and indemnify the OWNER against any and all injury, loss, or damage, including cost of defense - including but not limited to court costs and attorneys' fees - arising out of the negligent acts, errors, or omissions of the CONTRACTOR.

This AGREEMENT shall not become effective until it is signed by all parties which are required to sign this AGREEMENT.

The CONTRACTOR and his agents and employees are independent CONTRACTORS, and are not employees of the City of Alamogordo. The CONTRACTOR and his agents and employees shall not accrue leave, retirement, insurance, bonding, use of City vehicles, or any other benefits afforded to employees of the City of Alamogordo, as a result of this AGREEMENT.

The CONTRACTOR, upon final payment of the amounts due under this AGREEMENT, releases the OWNER, his officers and employees, and the City of Alamogordo from all liabilities and obligations arising from or under this AGREEMENT, including but not limited to all damages, losses, costs, liability, and expenses, including but not limited to attorneys' fees and costs of litigation that the CONTRACTOR may incur.

The CONTRACTOR agrees not to purport to bind the City of Alamogordo to any obligation not assumed herein by the City of Alamogordo unless the CONTRACTOR has express written authority to do so, and then only within the strict limits of that authority.

#### **Notices**

All notices herein provided to be given, or which may be given, by either party to the other shall be deemed to have been fully given when made in writing and deposited in the United States mail, postage prepaid - in the instance of notice of termination of work also by certified mail - and addressed as follows:

THE OWNER:

City of Alamogordo  
Engineering Department  
1376 E. Ninth Street  
Alamogordo, NM 88310

THE CONTRACTOR:

Nothing herein contained shall preclude the giving of any such written notice by personal service. The address to which notices shall be mailed to either party may be changed by written notice given by such party to the other as here in above provided.

**Gender, Singular/Plural.** Words of any gender used in this AGREEMENT shall be held and construed to include any other gender, and words in the singular number shall be held to include the plural, unless the context requires otherwise.

**Captions and Section Headings.** The captions and section headings contained in this AGREEMENT are for convenience of reference only, and in no way limit, define, or enlarge the terms, scope, and conditions of this AGREEMENT.

**Certificates and Documents Incorporated.** All certificates and documentation required by the provisions of this AGREEMENT shall be attached to this AGREEMENT at the time of Execution and are hereby incorporated by reference as though set forth in full in this AGREEMENT to the extent they are consistent with its conditions and terms.

**Severability.** If any clause or provision of this AGREEMENT is illegal, invalid, or unenforceable under present or future laws effective during the term of this AGREEMENT, then and in that event it is the intention of the parties hereto that the remainder of this AGREEMENT shall not be affected thereby.

**Waiver.** No provision of this AGREEMENT shall be deemed to have been waived by either party unless such waiver be in writing signed by the party making the waiver and addressed to the other party; nor shall any custom or practice which may evolve between the parties in the administration of the terms hereof be accordance with the terms hereof. Further, the waiver by any party of a breach by the other party of any term, covenant, or condition hereof shall not operate as a waiver of any subsequent breach of the same or any other term, covenant, or condition thereof.

**Entire AGREEMENT.** This AGREEMENT represents the entire contract between the parties and, except as otherwise provided herein, may not be amended, changed, modified, or altered without the written consent of the parties hereto. This AGREEMENT incorporates all of the conditions, agreements, and understandings between the parties concerning the subject matter of this AGREEMENT, and all such conditions, understandings, and agreements have been merged into this written AGREEMENT. No prior condition, agreement, or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this written AGREEMENT.

**Interchangeable Terms.** For purposes of all provisions within this AGREEMENT and all attachments hereto, the terms "AGREEMENT" and "Contract" shall have the same meaning and shall be interchangeable.

**Words and Phrases.** Words, phrases, and abbreviations, which have well-known technical or trade meanings used in the Contract Documents shall be used according to such recognized meanings. In the event of a conflict, the more stringent meaning shall govern.

**Relationship of Contract Documents.** The Contract Documents are complementary, and any requirement of one contract document shall be as binding as if required by all.

Pursuant to Section 13-1-191, NMSA 1978, reference is hereby made to the Criminal Laws of New Mexico (including Sections 30-24-1 through 30-24-3, NMSA 1978, and 30-41-1 through 30-41-3, NMSA 1978), which prohibit bribes, kickbacks, and gratuities, violations of which constitutes a felony. Further, the Procurement Code (Sections 13-1-28 through 13-1-199, NMSA 1978) imposes civil and criminal penalties for its violation.

A potential CONTRACTOR, or the CONTRACTOR, agrees to comply with state laws and rules pertaining to worker's compensation insurance coverage for its employees. If CONTRACTOR fails to comply with the Worker's Compensation Act, and applicable rules when required to do so, the contract may be canceled effective immediately.

OWNER and CONTRACTOR each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect of all covenants, agreements and obligations contained in the Contract Documents.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have Executed three (3) originals of this AGREEMENT. One counterpart each has been delivered to CONTRACTOR and OWNER's Representative. All portions of the Contract Documents have been signed or identified by OWNER and CONTRACTOR or by OWNER's Representative on their behalf.

CONTRACTOR

By: \_\_\_\_\_

CONTRACTOR:

NM Taxpayer Identification Number: \_\_\_\_\_

Federal Taxpayer Identification Number: \_\_\_\_\_

OWNER  
CITY OF ALAMOGORDO, NEW MEXICO  
a New Mexico municipal corporation

By: \_\_\_\_\_  
Margaret Paluch, City Manager

ATTEST:

\_\_\_\_\_  
Rachel Hughs, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Petria Schreiber, City Attorney

## **EXHIBIT A**

The Work will consist of upgrades to the HVAC system of the Family Recreation Center Gymnasium, including replacement of existing heating, ventilation units and evaporative coolers with new packaged DX natural gas fired heating rooftop units; extension of new condensate drain lines for the new rooftop units and new gas line extensions for the units; and installation of new air distribution ductwork and devices.

**SECTION 9 - PERFORMANCE BOND**

KNOW ALL MEN BY THESE PRESENTS:

THAT, *[Insert the name or legal title of the CONTRACTOR]*  
\_\_\_\_\_ as Principal,  
herein after called the CONTRACTOR, and *[Insert the legal title of the surety and address]*

\_\_\_\_\_ a corporation organized and existing under and  
by virtue of the laws of the State of \_\_\_\_\_ and  
authorized to do business in the State of New Mexico, hereinafter called the Surety, are held  
and firmly bound unto *[Insert the name or legal title and address of the OWNER]*

\_\_\_\_\_ as Obligee, hereinafter called the OWNER, in the  
amount of \_\_\_\_\_ Dollars (\$\_\_\_\_\_), for the payment whereof  
CONTRACTOR and Surety bind themselves, their heirs, executors, administrators, successors,  
and assigns, jointly and severally, firmly by these presents.

WHEREAS, CONTRACTOR has by written agreement dated  
\_\_\_\_\_, \_\_\_\_\_, entered into a contract described as follows:

\_\_\_\_\_ which contract is by reference made a part hereof and is hereinafter referred to as the Contract.

NOW, THEREFORE, the condition of this obligation is such that, if CONTRACTOR shall  
faithfully perform and complete said Contract according to its terms and comply with all  
requirements of law, then this obligation shall be null and void; otherwise it shall remain in full  
force and effect.

The Surety hereby waives notice of any alteration or extension of time made by the OWNER.

Whenever the CONTRACTOR shall be, and shall be declared by the OWNER to be, in default  
under the said Contract, the OWNER having performed its obligations hereunder, the Surety  
may promptly remedy the default or shall promptly:

1. Complete the Contract in accordance with its terms and conditions, or
2. At OWNER's option, obtain a bid or bids for submission to the OWNER for completing  
said Contract in accordance with its terms and conditions and, upon determination by the  
OWNER and Surety of the lowest responsible BIDDER, arrange for a contract between such

BIDDER and the OWNER and make available as Work progresses (even though there should be a default or a succession of defaults under the Contract or contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the Contract Price but not exceeding, including other costs and damages for which the Surety may be liable hereunder, the amount set forth in the first paragraph hereof. The term "balance of the Contract Price", as used in this paragraph shall mean the total amount payable by the OWNER to the CONTRACTOR under the Contract and any amendments thereto less the amount previously paid by the OWNER to the CONTRACTOR.

The Surety acknowledges that said Contract may contain express guarantees and agrees that said guarantees, if any, are covered by the Surety's obligation hereunder.

Right of action with respect to any express guarantees in the Contract shall accrue from the date of completion and formal acceptance of the Work under the Contract.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the OWNER named herein or its successors or assigns.

SIGNED AND SEALED \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Contractor-Principal]

In presence of:

\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_ [Surety]

Approved as to form:

\_\_\_\_\_

By: \_\_\_\_\_  
Attorney for the OWNER

Title: \_\_\_\_\_

\  
Countersigned:

\_\_\_\_\_  
Surety's Authorized New Mexico Agent for Service

**SECTION 10 - LABOR AND MATERIAL PAYMENT BOND**

KNOW ALL MEN BY THESE PRESENTS:

THAT, *[Insert the name or legal title and address of the CONTRACTOR]*

\_\_\_\_\_  
\_\_\_\_\_, as PRINCIPAL, hereinafter called the CONTRACTOR, and *[Insert the legal title of the surety and address]*

\_\_\_\_\_, a corporation organized and existing under and by virtue of the laws of the State of \_\_\_\_\_ and authorized to do business in the State of New Mexico, hereinafter called the Surety, as held and firmly bound unto *[Insert the name or legal title and address of the OWNER]*

\_\_\_\_\_ as Obligee, hereinafter called the OWNER and supplier of labor, material or supplies as joint obligees, in the \_\_\_\_\_ amount \_\_\_\_\_ of \_\_\_\_\_ dollars

(\$\_\_\_\_\_), for the payment whereof CONTRACTOR and Surety bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severally firmly by these presents.

WHEREAS, CONTRACTOR has by written agreement dated \_\_\_\_\_, 20\_\_\_\_ entered into a contract described as follows:

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

which contract is by reference made a part hereof and is hereinafter referred to as the Contract.

NOW, THEREFORE, the condition of this obligation is such that, if the CONTRACTOR shall pay as they become due all just claims for labor performed and materials and supplies furnished upon or for the Work under the Contract, whether said labor be performed and materials and supplies be furnished under the original Contract or any contract there-under, then this

obligation shall be null and void; otherwise it shall remain in full force and effect, subject, however, to the following conditions.

The right to sue on this bond accrues only to the OWNER and the parties to whom the right is granted pursuant to Section 13-4-1 et. seq., NMSA 1978 (1988 repl. pamp.) and New Mexico Law; and any such right shall be exercised only in accordance with the provisions and limitations of said statutes.

SIGNED AND SEALED ON \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
[CONTRACTOR - PRINCIPAL]

In presence of:

\_\_\_\_\_

By \_\_\_\_\_

Title: \_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
[Surety]

\_\_\_\_\_  
Attorney for the OWNER

By: \_\_\_\_\_

Title: \_\_\_\_\_

Countersigned:

\_\_\_\_\_  
Surety's Authorized New Mexico Agent for Service

This bond is issued simultaneously with performance bond in favor of OWNER and suppliers of labor, materials or supplies for the faithful performance of the Contract.



**SECTION 11 - CERTIFICATE OF INSURANCE**

**PLEASE ATTACH AN INSURANCE CERTIFICATE  
FROM A NEW MEXICO LICENSED INSURANCE AGENT  
PER THE GENERAL CONDITIONS, SECTION 13  
ARTICLE 5**

## SECTION 12 - WAGE RATES

Wage Rates do not pertain to  
Projects under \$60,000.00

You are hereby advised that where differences exist between the minimum wage rates shown, the higher wage rates shall govern, if applicable.



## PUBLIC WORKS PROJECT REQUIREMENTS

As a participant in a Public Works project valued at more than \$60,000 in the State of New Mexico, the following list addresses many of the responsibilities that are defined by statute or regulation to each project stakeholder.

### Contracting Agency

- Ensure that all Contractors wishing to bid on a Public Works project when the project is \$60,000 or more are actively registered with the Public Works and Apprenticeship Application (PWAA) website: <http://www.dws.state.nm.us/pwaa> (Contractor Registration) prior to bidding.
- Please submit Notice of Award (NOA) and Subcontractor List(s) to the PWAA website promptly after the project is awarded.
- Please update the Subcontractor List(s) on the PWAA website whenever changes occur.

### General Contractor

- Provide a complete Subcontractor List and Statements of Intent (SOI) to Pay Prevailing Wages for each Contractor to the Contracting Agency within 3 (three) days of award.
- Ensure that all Subcontractors wishing to bid on a Public Works project have an active Contractor Registration with the Public Works and Apprenticeship Application (PWAA) website: <http://www.dws.state.nm.us/pwaa> prior to bidding when their bid will exceed \$60,000.
- Submit bi-weekly certified payrolls to the Contracting Agency.
- Make certain the Public Works Apprentice and Training Act contributions are paid either to an approved Apprenticeship Program or to the Public Works Apprentice and Training Fund.
- Confirm the Wage Rate poster, provided in PWAA, is displayed at the job site in an easily accessible place.
- Make sure, when a project has been completed, the Affidavits of Wages Paid (AWP) are sent to the Contracting Agency.

### Subcontractor

- Ensure that all Subcontractors wishing to bid on a Public Works project have an active Contractor Registration with the Public Works and Apprenticeship Application (PWAA) website: <http://www.dws.state.nm.us/pwaa> prior to bidding when their bid will exceed \$60,000.
- Submit bi-weekly certified payrolls to the General Contractor(s).



STATE OF NEW MEXICO  
NEW MEXICO DEPARTMENT OF  
WORKFORCE SOLUTIONS  
Labor Relations Division  
121 Tijeras Ave NE, Suite 3000  
Albuquerque, NM 87102  
[www.dws.state.nm.us](http://www.dws.state.nm.us)

- Make certain the Public Works Apprentice and Training Act contributions are paid either to an approved Apprenticeship Program or to the Public Works Apprentice and Training Fund.

## **Additional Information**

Reference material and forms may be found at New Mexico Department of Workforce Solutions Public Works web pages at: [http://www.dws.state.nm.us/new/Labor\\_Relations/publicworks.html](http://www.dws.state.nm.us/new/Labor_Relations/publicworks.html).

## **CONTACT INFORMATION**

Contact the Labor Relations Division for any questions relating to Public Works projects by email at [public.works@state.nm.us](mailto:public.works@state.nm.us) or call (505) 841-4400.

**Type "B" - GENERAL BUILDING      Effective January 1, 2017**

	Base Rate	Fringe Rate	Apprenticeship
Asbestos Worker - Heat & Frost Insulator	31.26	11.11	0.50
Boilermaker	21.77	3.98	0.50
Bricklayer/Blocklayer/Stone mason	23.46	7.66	0.50
Carpenter/Lather	23.75	8.77	0.50
Cement Mason	19.96	9.57	0.50
<b>Electricians</b>			
<b>Outside Classifications</b>			
Groundman	21.81	10.70	0.50
Equipment Operator	31.31	13.08	0.50
Lineman/Tech	36.83	14.45	0.50
Cable Splicer	40.51	15.38	0.50
<b>Inside Classifications</b>			
Wireman/Technician	30.00	10.15	0.50
Cable Splicer	33.00	10.24	0.50
<b>Sound Classifications</b>			
Installer	23.39	8.31	0.50
Technician	28.95	7.52	0.50
Soundman	27.01	8.31	0.50
Elevator Constructor	38.37	28.08	0.50
Elevator Constructor Helper	26.86	28.08	0.50
Glazier	20.15	4.35	0.50
Ironworker	26.50	13.68	0.50
Painter (Brush/Roller/Spray)	16.60	5.38	0.50
Paper Hanger	16.60	5.38	0.50
Drywall Finisher/Taper	23.75	8.77	0.50
Plasterer	21.66	7.93	0.50
Plumber/Pipefitter	28.87	10.83	0.50
Roofer	15.18	0.50	0.50
Sheetmetal Worker	28.28	15.91	0.50
Soft Floor Layer	23.75	8.77	0.50
Sprinkler Fitter	28.90	18.82	0.50
Tile Setter	23.46	7.66	0.50
Tile Setter Helper/Finisher	15.53	7.66	0.50
<b>Laborers</b>			
Group I	16.09	5.38	0.50
Group II	16.74	5.38	0.50
Group III	17.71	5.38	0.50
Group IV	19.94	5.38	0.50
<b>Operators</b>			
Group I	19.96	6.10	0.50
Group II	21.97	6.10	0.50
Group III	22.40	6.10	0.50
Group IV	22.81	6.10	0.50
Group V	22.98	6.10	0.50
Group VI	23.18	6.10	0.50
Group VII	23.29	6.10	0.50
Group VIII	26.10	6.10	0.50
Group IX	28.32	6.10	0.50
Group X	31.48	6.10	0.50
<b>Truck Drivers</b>			
Group I	14.76	6.25	0.50
Group II	15.00	6.25	0.50
Group III	15.50	6.25	0.50
Group IV	15.51	6.25	0.50
Group V	15.60	6.25	0.50
Group VI	15.75	6.25	0.50
Group VII	15.90	6.25	0.50
Group VIII	16.11	6.25	0.50
Group IX	16.32	6.25	0.50

**NOTE: SUBSISTENCE, ZONE AND INCENTIVE PAY APPLY ACCORDING TO THE PARTICULAR TRADES COLLECTIVE BARGAINING AGREEMENT. DETAILS ARE LOCATED AT [WWW.DWS.STATE.NM.US](http://WWW.DWS.STATE.NM.US).**

## **SECTION 13 - GENERAL CONDITIONS**

## **ARTICLE 1 DEFINITIONS AND TERMS**

Wherever used in these General Conditions or in the other Contract Documents, the following terms have the meanings indicated which are applicable to both the singular and plural thereof:

AGREEMENT - The written agreement which constitutes a contract between OWNER and CONTRACTOR covering the Work to be performed; other Contract Documents are part of the AGREEMENT

Application for Payment - The form furnished by ENGINEER which is to be used by CONTRACTOR in requesting progress payments and a CONTRACTOR affidavit stating that progress payments theretofore received on account of the Work have been applied by CONTRACTOR to discharge in full all of CONTRACTOR's obligations reflected in prior Applications for Payment

ARCHITECT - The person or firm designated by OWNER, who may or may not be an employee, who is responsible for providing architectural services under this AGREEMENT

Bid - The offer or proposal of the BIDDER submitted on the prescribed form setting forth the prices for the Work to be performed

BIDDER - Any person, firm, or corporation submitting a responsive BID for the Work

Bonds - BID, performance and payment bonds, and other instruments of security furnished by CONTRACTOR or SUBCONTRACTOR and CONTRACTOR's or SUBCONTRACTOR's surety in accordance with the Contract Documents

Change Order - A written order to CONTRACTOR signed by OWNER authorizing an addition, deletion, or revision in the Work or an adjustment in the Contract Price or the Contract Time issued after execution of the AGREEMENT

City Commission - The governing body of the City of Alamogordo

Contract Documents - The written AGREEMENT between the CONTRACTOR and the OWNER setting forth the obligations of the parties there under, including but not limited to the performance of the Work and the Basis of Payment. The Contract Documents include: the Advertisement for Bids, Addenda (whether issued prior to the opening of Bids or the execution of the Agreement), Instructions to BIDDERS, CONTRACTOR's Bid, the Performance Bonds and Labor and Payment Bond (for both CONTRACTOR and SUBCONTRACTOR, if applicable to SUBCONTRACTOR), the Certificate of Insurance, the Statement of BIDDER's Qualifications, the Campaign Contribution Disclosure Form, the Notice of Award, the Notice to Proceed, these General Conditions, the Contract Specifications, any Special Conditions, any referenced Specifications or Standards, Drawings and Plans, and all Modifications to the above, including Change Orders and extensions of Contract Time, all of which constitute one instrument

Contract Price - The total monies payable to CONTRACTOR under the Contract Documents

Contract Time - The time specified in the AGREEMENT for completion of the Project. This time may be defined as a specified fixed date or a given number of calendar days. The Contract

Time may be amended by mutual written Agreement to include authorized time extensions as the performance of the Contract requires.

CONTRACTOR - The person, firm, or corporation with whom OWNER has executed the Agreement

Day - A calendar day of twenty-four (24) hours measured from midnight to the next midnight

DESIGNER - The person or firm designated by OWNER, who may or may not be an employee, who is responsible for providing engineering services

Drawings or Plans - The drawings which show the character and scope of the WORK to be performed and which have been prepared or approved by ENGINEER and are referred to in the Contract Documents

ENGINEER – The City of Alamogordo’s City Engineer or authorized representative.

Engineer of Record – Professional Engineer, licensed in the State of New Mexico, that stamps the design (plans). Can be either the City Engineer or a consultant

Field Order - A written order issued by ENGINEER which clarifies or interprets the Contract Documents in accordance with paragraph 9.3 or orders minor changes in the Work in accordance with paragraph 10.2

General Conditions - This document

Modification - (a) A written amendment to the Contract Documents signed by both parties; (b) a Change Order; (c) a written clarification or interpretation issued by ENGINEER in accordance with paragraph 9.3; or (d) a written order for a minor change or alteration in the Work issued by ENGINEER pursuant to paragraph 10.2. A Modification may only be issued after execution of the AGREEMENT

Notice of Award - The written notice by OWNER to the apparent successful BIDDER stating that, upon compliance with the conditions precedent to be fulfilled by CONTRACTOR within the time specified

Notice to Proceed - A written notice given by OWNER to CONTRACTOR fixing the date on which the Contract Time will commence to run and on which CONTRACTOR shall start to perform the obligations set forth in the Contract Documents

OWNER - The City of Alamogordo, New Mexico, a New Mexico municipal corporation. The term “City” may be used interchangeably with the term “OWNER”

Project - The entire construction to be performed as provided in the Contract Documents

Project Manager – The OWNER’s representative who is delegated the responsibility for administration of the PROJECT and who is the primary point of contact for the CONTRACTOR

Project Close Out Documents - Project Close Out Documents consist of as-built drawings of the Project; waiver of lien certificates from all Subcontractors, material suppliers, or service



companies involved in the construction of the project; affidavit of release of liens that the lien releases or waivers attached include all parties above and any others who have lien rights; consent of surety for final payment prior to release of final payment; CONTRACTOR's certificate of completion that Project is complete in conformance with the Contract Drawings and specifications; written warranty (one year period) in accordance with Article 13.1 of these General Conditions.

Public Works Inspector - An authorized representative of ENGINEER who is assigned to inspect the technical aspects of the Project or any part thereof

Reference Specifications, Test Methods, and Applicable Codes - All standard specifications and test methods of any society, association, or organization referred to herein are hereby made a part of these Contract Documents the same as if written in full. (Any reference to a paragraph or subparagraph within an article or section shall include all general provisions of the article or section to which reference is made.) References to such standards refer to the latest published issues as of the date of the Invitation to Bid, unless otherwise specified. References to local or state codes and laws shall mean the latest adopted and published codes as of the date of the Invitation to Bid, unless otherwise specified

Service Connections - Service Connections shall be construed to mean all or any portion of the pipe, conduit, cable, or duct which connects a utility main or distribution line to a building, home, residence, or property

Shop Drawings - All drawings, diagrams, illustrations, brochures, schedules, and other data which are prepared by CONTRACTOR, a SUBCONTRACTOR, manufacturer, supplier, or distributor which have been approved by ENGINEER and which illustrate the equipment, material, or some portion of the Work

Special Conditions - Conditions which modify any article or paragraph of these General Conditions

Specifications (also Technical Specifications) - Those portions of the Contract Documents consisting of written technical descriptions of materials, equipment, construction systems, standards and workmanship as applied to the Work

Subcontractor - An individual, firm or corporation having a direct contract with CONTRACTOR or with any other SUBCONTRACTOR for the performance of a part of the WORK

Substantial Completion - Date, as certified by ENGINEER, when construction of the Project or a specified part thereof is sufficiently completed, in accordance with the Contract Documents, so that the Project or a specified part thereof can be utilized for the purposes for which it was intended; or, if there be no such certification, the date when final payment is due in accordance with paragraph 14.13

Utility - Overhead or underground wires, pipes, conduits, ducts, or structures, operated and maintained in or across a public right-of-way or easement or private easement operated and maintained to supply such commodities as water, gas, power, telephone, cable television, or sewer.

- A. Public Utility - Owned and operated by a municipality or another political subdivision of the State
- B. Private Utility - Owned and operated by a private company or corporation

Work - Any and all obligations, duties, and responsibilities necessary to the successful completion of the Project assigned to or undertaken by CONTRACTOR under the CONTRACT DOCUMENTS, including all labor, materials, equipment, incidentals, and the furnishing and installation thereof

## **ARTICLE 2 PRELIMINARY MATTERS**

### **Execution of AGREEMENT**

2.1. At least two (2) counterparts of the Agreement and such other Contract Documents as are required to be executed will be executed and delivered by CONTRACTOR to OWNER within ten (10) days of the Notice of Award; and OWNER will execute and deliver one counterpart to CONTRACTOR within ten (10) days of receipt of the executed Agreement from CONTRACTOR.

### **Delivery of Bonds and Insurance**

2.2. When CONTRACTOR delivers the executed Agreements to OWNER, CONTRACTOR shall also deliver to OWNER such Bonds and Certificates of Insurance as CONTRACTOR and SUBCONTRACTORS may be required to furnish in accordance with Article 5 of these General Conditions.

### **Copies of Documents**

2.3. OWNER shall furnish to CONTRACTOR one (1) complete set of the Contract Documents

### **CONTRACTOR's Pre-Start Representations**

2.4. CONTRACTOR represents that CONTRACTOR is familiar with and assumes full responsibility for becoming familiar with the nature and extent of the Contract Documents, Work and locality; and with all local conditions and federal, state, and local laws, ordinances, rules, and regulations that may in any manner affect performance of the Work. CONTRACTOR represents that CONTRACTOR has correlated CONTRACTOR's study and observations with the requirements of the Contract Documents. CONTRACTOR also represents that CONTRACTOR has studied all surveys and investigation reports of subsurface and latent physical conditions referred to in the Specifications, that CONTRACTOR has made such additional surveys and investigations as CONTRACTOR deems necessary for the performance of the Work at the Contract Price in accordance with the requirements of the Contract Documents, and that CONTRACTOR has correlated the results of all such data with the requirements of the Contract Documents.

### **Commencement of Contract Time; Notice to Proceed**

2.5. The Contract Time will commence to run on the day indicated in a written Notice to Proceed is given, on the day indicated in the Notice to Proceed is issued by the OWNER. A Notice to Proceed may be given at any time within 30 days after the day on which OWNER delivers the executed Agreement to CONTRACTOR.

### **Starting the Project**

2.6. CONTRACTOR may start to perform the WORK ONLY AFTER RECEIVING A WRITTEN Notice to Proceed.

### **Before Starting Construction**

2.7. Before undertaking each part of the Work, CONTRACTOR shall carefully study and compare the Contract Documents, and check and verify pertinent figures shown thereon, and check and verify all applicable field measurements. CONTRACTOR shall at once report in writing to ENGINEER any conflict, error or discrepancy which CONTRACTOR may discover; however, CONTRACTOR shall not be liable to OWNER for failure to discover any conflict, error, or discrepancy in the Drawings or Specifications.

2.8. The CONTRACTOR, within twenty-one (21) calendar days after being Awarded the Contract unless agreed otherwise by the OWNER, shall prepare and submit for the ENGINEER's approval, a CONTRACTOR's construction schedule for the Work. The schedule shall not exceed time limits current under the Contract Documents, shall be approved by CONTRACTOR's sureties, if any, 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. The construction schedule may be significantly modified only upon prior written agreement of the CONTRACTOR and its sureties, if any, and the ENGINEER. CONTRACTOR shall conform to the most recently approved schedules and shall not be entitled to an extension of the Contract Time or an increase in the Contract Price for the time that may be required to obtain any Surety's approval.

2.9. Before starting the Work at the site, CONTRACTOR shall furnish OWNER certificates of insurance as required by Article 5 of these General Conditions. Within twenty (20) days after delivery of the executed Agreement by OWNER to CONTRACTOR, but before starting the Work at the site, a conference will be held to review the above schedules; to establish procedures for the handling of Shop Drawings and other submissions and the processing of Applications for Payment; and to establish a working understanding between the parties as to the Project. The conference will be attended by the OWNER, ENGINEER, and CONTRACTOR.

### **ARTICLE 3 CORRELATION, INTERPRETATION, AND INTENT OF CONTRACT DOCUMENTS**

3.1. The parties intend that the Specifications and Drawings describe a complete Project to be constructed in accordance with the Contract Documents. The Contract Documents comprise the entire Agreement between OWNER and CONTRACTOR. They may be altered only by a Contract Modification.

3.2. The Contract Documents are complementary; what is called for by one is as binding as if called for by all. If CONTRACTOR finds a conflict, error, or discrepancy in the Contract Documents, CONTRACTOR shall call it to ENGINEER's attention in writing at once and before proceeding with the Work affected thereby; however, CONTRACTOR shall not be liable to OWNER for failure to discover any conflict, error, or discrepancy in the Specifications or Drawings. In resolving such conflicts, errors, and discrepancies, the documents shall be given precedence in the following order: Contract Modification(s), Agreement, Addenda, Special Conditions, Instructions to BIDDERS, General Conditions, Specifications, and Drawings. Figure dimensions on Drawings shall govern over scale dimensions, and Detailed Drawings shall govern over General Drawings. Any Work that may reasonably be inferred from the Contract Documents as being required to produce the intended result shall be supplied whether or not it is specifically called for. Work, materials or equipment described in words which so applied have a well-known technical or trade meaning shall be deemed to refer to such recognized standards.

Reference to Standard Specifications, manuals or codes of any technical society, organization or association, or to the laws or regulations of any governmental authority, whether such reference be specific or by implication, shall mean the most current Standard Specification, manual, code or laws or regulations in effect at the time of opening of Bids (or, on the Effective Date of the Agreement if there were no Bids), except as may be otherwise specifically stated.

#### **ARTICLE 4 AVAILABILITY OF LANDS; PHYSICAL CONDITIONS; REFERENCE POINTS**

##### **Availability of Lands**

4.1. OWNER shall furnish, as indicated in the Contract Documents and not later than the date when needed by CONTRACTOR, the lands upon which the Work is to be done, rights-of-way for access thereto, and any other lands designated for use by CONTRACTOR. Easements for permanent structures or permanent changes in existing facilities will be obtained and paid for by OWNER unless otherwise specified in the Contract Documents. If CONTRACTOR believes that any delay in OWNER furnishing these lands or easements entitles CONTRACTOR to an extension of the Contract Time, CONTRACTOR may make a claim therefor as provided in Article 12 of these General Conditions. CONTRACTOR shall provide for any additional lands and access that may be required for temporary construction facilities or storage of materials and equipment at their expense.

##### **Physical Conditions-Surveys and Reports**

4.2 The OWNER will, upon request, furnish to the CONTRACTOR copies of all relevant boundary surveys and other pertinent reports and material which are readily available in OWNER's office. OWNER has not made tests of subsurface conditions and makes no warranties or statements to CONTRACTOR as to the presence or absence of difficult excavation conditions.

##### **Unforeseen Physical Conditions**

4.3. CONTRACTOR shall promptly notify ENGINEER in writing of any subsurface or latent physical conditions at the site differing materially from those indicated in the Contract Documents.

ENGINEER will promptly investigate those conditions and determine if further surveys or subsurface tests are necessary. ENGINEER shall obtain any necessary additional surveys and tests and furnish copies to CONTRACTOR. If appropriate, a Change Order shall be issued incorporating the necessary revisions.

The CONTRACTOR is responsible for locating and protecting underground and aerial utilities and constructions.

### **Reference Points**

4.4. ENGINEER shall provide engineering surveys for construction to establish reference points which, in OWNER's judgment, are necessary to enable CONTRACTOR to proceed with the Work. CONTRACTOR shall be responsible for surveying and laying out the Work (unless otherwise agreed) and shall protect and preserve the established reference points. CONTRACTOR shall make no changes or relocations without the prior written approval of OWNER. CONTRACTOR shall report to OWNER whenever any reference point is lost or destroyed or requires relocation because of necessary changes in grades or locations, and shall be responsible for the accurate replacement or relocation of such reference points by professionally qualified personnel.

### **Physical Conditions - Underground Facilities**

4.5. Shown or Indicated: The information and data shown or indicated in the Contract Documents with respect to existing Underground Facilities are based on information and data furnished to OWNER by the owners of such Underground Facilities or by others. Unless it is otherwise expressly agreed:

4.5.1. OWNER shall not be responsible for the accuracy or completeness of any such information or data; and,

4.5.2. CONTRACTOR shall have full responsibility for reviewing and checking all such information and data, for locating all Underground Facilities shown or indicated in the Contract Documents, for coordination of the Work with the owners of such Underground Facilities during construction, for the safety and protection thereof, for repairing any damage thereto resulting from the Work, and for the cost; all of which will be considered as having been included in the Contract Price.

4.6. Not Shown or Indicated: If an Underground Facility is uncovered or revealed which was not shown or indicated in the Contract Documents and of which CONTRACTOR could not reasonably have been expected to be aware, CONTRACTOR shall promptly identify the owner of such Underground Facility and give written notice thereof to OWNER. OWNER will promptly review the Underground Facility to determine the extent to which the Contract Documents should be modified to reflect the new condition, and the Contract Documents will be amended or supplemented to the extent necessary. During the interim, CONTRACTOR shall be responsible for the safety and protection of such Underground Facility. If the parties are unable to agree as to the amount or length of the appropriate adjustment, CONTRACTOR may make a claim therefor as provided in this Agreement.

## ARTICLE 5 BONDS AND INSURANCE

### Performance, Payment, and Other Bonds

5.1. CONTRACTOR and CONTRACTOR's SUBCONTRACTORS [if Subcontractors' contract for work to be performed on the Project is one hundred twenty-five thousand dollars (\$125,000) or more] shall furnish performance and payment Bonds as security for the faithful performance of this Contract and for payment of all the CONTRACTOR's and CONTRACTOR's SUBCONTRACTORS' obligations under the Contract Documents. These Bonds shall be in amounts at least equal to the Contract Price and shall be in a form acceptable to OWNER and issued by sureties which are licensed to conduct business in the State of New Mexico and which are named in the current list of "Surety Companies Acceptable on Federal Bonds" as published in the Federal Register by the Audit Staff Bureau of Accounts, U. S. Treasury Department. The Performance Bond shall include coverage for the Guarantee Period. Notwithstanding the obligation of any other party, person or entity to notify CONTRACTOR's and CONTRACTOR's Subcontractors' sureties, CONTRACTOR and CONTRACTOR's Subcontractors shall give immediate written notice to its sureties of any change in the Contract Sum, Contract Time, Scope of Work or any other event for which failure to give said sureties notice would operate to discharge a surety's liability. The Surety on the performance bond shall furnish a waiver by which it consents to progress or partial payments to the CONTRACTOR in accordance with this Contract. Surety shall further agree that such payment shall not preclude or stop the OWNER from showing the true character and quantity of the materials furnished or from recovering from the CONTRACTOR or Subcontractor or CONTRACTOR'S or Subcontractors' sureties such damages as the OWNER may sustain by reason of any deficiency in quantity of the materials with respect to which a progress payment was made.

If the surety on any Bond furnished by CONTRACTOR or SUBCONTRACTOR is declared bankrupt or becomes insolvent, or if its right to do business is terminated in any state where any part of the Project is located, CONTRACTOR or SUBCONTRACTOR shall within five days thereafter substitute another Bond and surety, both of which shall be acceptable to OWNER.

### Insurance Requirements

5.2. Until final acceptance by the OWNER of the Work, the CONTRACTOR shall procure and maintain at CONTRACTOR's own expense insurance of the kinds and in the amounts herein provided. This insurance shall be provided by insurance companies authorized to do business in New Mexico and shall cover all operations under the Contract, whether performed by the CONTRACTOR, CONTRACTOR's agents or employees or by Subcontractors. All insurance provided shall remain in full force and effect for the entire period of the Work, up to and including final acceptance, and the removal of all equipment and employees, agents and SUBCONTRACTORS there from.

#### I. Public Liability and Automobile Liability Insurance

- A. **General Liability:** Bodily Injury Liability and Property Damage Liability insurance applicable in full to the subject project shall be provided in the following minimum amounts:

**Bodily Injury Liability:**  
\$500,000 each occurrence

\$1,000,000 aggregate

**Property Damage Liability:**

\$500,000 each occurrence

\$1,000,000 aggregate

1. The policy to provide this insurance is to be written on a Comprehensive General Liability form which must include the following:

a. Coverage for liability arising out of the operation of independent Contractors.

b. Completed Operations Coverage.

c. Attachment of the Broad Form Comprehensive General Liability Endorsement.

2. In the event that any use of explosives is a required part of the Contract, the CONTRACTOR's insurance must include coverage for injury to or destruction of property arising out of blasting or explosion.

3. In the event that any form of work next to an existing building or structure is a required part of the Contract, the CONTRACTOR's insurance must include coverage for injury to or destruction of property arising out of:

The collapse of or structural injury to any building or structure due to excavation, including borrowing, filling or backfilling in connection therewith, or to tunneling, cofferdam work or caisson work or to moving, shoring, underpinning, raising or demolition of any building or structure or removal or rebuilding of any structural support thereof.

4. Coverage must be included for injury to or destruction of any property arising out of injury to or destruction of wires, conduits, pipes, mains, sewers or other similar property or any apparatus in connection therewith below the surface of the ground, if such injury or destruction is caused by or occurs during the use of mechanical equipment for the purpose of excavating, digging or drilling, or to injury to or destruction of property at any time resulting there from.

A. Automobile Liability Insurance coverage for the CONTRACTOR (whether included in the policy providing General Liability insurance or in a separate policy) must provide liability for the ownership, operation and maintenance of owned, non-owned and hired cars. The limits of liability for Automobile Liability insurance shall be provided in the following amounts:

**Bodily Injury Liability:**

\$500,000 each person

\$1,000,000 each occurrence

**Property Damage Liability:**

\$1,000,000 each occurrence

## **II. Workers' Compensation Insurance**

The CONTRACTOR shall also carry Workers' Compensation Insurance or otherwise fully comply with the provisions of the New Mexico Workmen's Compensation Act and Occupational Disease Disablement Law.

## **III. Owners' Protective Liability Insurance**

The CONTRACTOR shall purchase Standard Form Owners' Protective Liability insurance naming the OWNER as the name insured, with limits of liability applicable in full to the subject project as follows:

**Bodily Injury Liability:**

\$500,000 each occurrence

**Property Damage Liability:**

\$100,000 each occurrence

**Property Damage and Bodily Injury Combined:**

\$1,000,000 aggregate

## **IV. Certificate of Insurance**

The CONTRACTOR being Awarded the Contract shall furnish evidence of CONTRACTOR's insurance coverage by a Certificate of Insurance executed on a form acceptable to the OWNER, to be made a part of the Contract and included with the Contract Documents prior to signing the Contract. Such certificate shall indicate compliance with these specifications and shall certify that the coverage shall not be changed, canceled or allowed to lapse without giving the OWNER thirty (30) days written notice. Also, a Certificate of Insurance shall be furnished to the OWNER on renewal of a policy or policies as necessary during the terms of the Contract. The OWNER shall not issue a Notice to Proceed until such time as the above requirements have been met.

## **V. Umbrella Coverage**

The insurance limits cited in the above paragraphs are minimum limits. This specification is in no way intended to define what constitutes adequate insurance coverage for the individual CONTRACTOR. The OWNER will recognize excess coverage (Umbrella) as meeting the requirements of Subsection I of this Section should such insurance otherwise meet all the requirements of such Subsection.

## **VI. Optimal Insurance**

The CONTRACTOR shall procure and maintain, when required by the OWNER, forms and types of Bailee insurance such as, but not limited to, Builder's Risk Insurance, which should include, but is not limited to, theft, vandalism, weather conditions and acts of God, CONTRACTOR's Equipment Insurance, Rigger's Liability Property Insurance, etc. in amounts necessary to protect the OWNER against claims, losses and expenses arising from the damage, disappearance or destruction of property of others in the care, custody or control of the



CONTRACTOR, including property of others being installed, erected or worked upon by the CONTRACTOR, CONTRACTOR's agents or Subcontractors.

## **VII. Railroad Insurance**

In the event that railroad property is affected by the subject Contract, the CONTRACTOR is advised that, in addition to the above requirements, CONTRACTOR shall be required to furnish a Railroad Protective Liability policy in the name of the railroad company involved. In addition, on those rails that are used by the National Railroad Passenger Corporation (NRPC), the CONTRACTOR will also obtain a Railroad Protective Liability policy in the name of NRPC.

The limits of liability for the Railroad Protective Liability policy (or policies) must be negotiated with the railroad company on a hazard and risk basis. In no event will the limits exceed the following:

**Bodily Injury Liability, Property Damage Liability:**

\$2,000,000 each occurrence

**Liability and Physical Damage to Property:**

\$6,000,000 aggregate

The limits of liability stated above apply to the coverage as set forth in the Railroad Protective Liability Endorsement Form, subject to the terms, conditions and exclusions found in the Form.

The policy must afford coverage as provided for in the standard Railroad Protective Liability Endorsement (AASHTO Form).

## **Additional Bonds and Insurance**

5.3. Prior to delivery of the executed Agreement by OWNER to CONTRACTOR, OWNER may require CONTRACTOR to furnish such other Bonds and such additional insurance, in such form and with such sureties or insurers, as OWNER may require. If such other Bonds or such other insurance are specified by written instructions given prior to opening of Bids, the premiums shall be paid by CONTRACTOR; if subsequent thereto, they shall be paid by OWNER (except as otherwise provided in paragraphs 6.7 and 6.7.1).

## **ARTICLE 6 CONTRACTOR'S RESPONSIBILITIES**

### **Registration**

6.1 CONTRACTOR must be registered with the Industrial Division of the Department of Labor.

### **Supervision and Superintendence**

6.2. CONTRACTOR shall supervise and direct the Work efficiently and with CONTRACTOR's best skill and attention. CONTRACTOR shall be solely responsible for the means, methods, techniques, sequences, and procedures of construction; but shall not be solely responsible for the negligence of others in the design or selection of a specific mean, method, technique, sequence, or procedure of construction which is indicated in and required by

the Contract Documents. CONTRACTOR shall be responsible to see that the finished Work complies accurately with the Contract Documents.

6.3. CONTRACTOR shall keep on the Work at all times during its progress a competent resident Superintendent, who shall not be replaced without written notice to ENGINEER (written notice only, NOT consent) except under extraordinary circumstances. The Superintendent will be CONTRACTOR's representative at the site and shall have authority to act on behalf of CONTRACTOR. All communications given to the Superintendent shall be as binding as if given to CONTRACTOR.

### **Labor, Materials, and Equipment**

6.4. CONTRACTOR shall provide competent, suitably qualified personnel to survey and lay out the Work and perform construction as required by the Contract Documents. CONTRACTOR shall at all times maintain good discipline and order at the site.

6.5. CONTRACTOR shall furnish all materials, equipment, labor, transportation, construction equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water and sanitary facilities, and all other facilities and incidentals necessary for the execution, testing, initial operation, and completion of the Work.

6.6. All materials and equipment shall be new, except as otherwise provided in the Contract Documents. If required by ENGINEER, CONTRACTOR shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

6.7. All materials and equipment shall be applied, installed, connected, erected, used, cleaned, and conditioned in accordance with the instructions of the applicable manufacturer, fabricator, or processors, except as otherwise provided in the Contract Documents or directed by the ENGINEER.

6.7.1. CONTRACTOR shall assign to OWNER all express and implied warranties and Contract rights for materials and equipment installed in the Project and for which OWNER has paid CONTRACTOR.

### **Substitute Materials or Equipment**

6.8. If the Specifications, laws, ordinances, or applicable rules or regulations permit CONTRACTOR to furnish or use a substitute that is equal to any material or equipment specified, and if CONTRACTOR wishes to furnish or use a proposed substitute, CONTRACTOR shall, prior to the conference called for by paragraph 2.9, make written application to ENGINEER for approval of such a substitute, certifying in writing that the proposed substitute will perform adequately the functions called for by the general design, be similar and of equal substance to that specified, and be suited to the same use and capable of performing the same function as that specified; stating whether or not its incorporation in or use in connection with the Project is subject to the payment of any license fee or royalty; and identifying all variations of the proposed substitute from that specified and indicating available maintenance service. No substitute shall be ordered or installed without the written approval of ENGINEER, who will be the judge of equality and who may require CONTRACTOR to furnish such other data about the proposed substitute as ENGINEER considers pertinent. No substitute shall be ordered or installed without such performance guarantee and bonds as OWNER may require which shall be furnished at CONTRACTOR's expense.

## **Subcontractors**

6.9. CONTRACTOR shall not employ any Subcontractor or other person or organization (including those who are to furnish the principal items of materials or equipment), whether initially or as a substitute, against whom OWNER or ENGINEER may have reasonable objection. A Subcontractor or other person or organization identified in writing to OWNER by CONTRACTOR prior to the Notice of Award and not objected to in writing by OWNER prior to the Notice of Award will be deemed acceptable to OWNER. Acceptance of any Subcontractor, other person, or organization by OWNER or ENGINEER shall not constitute a waiver of any right of OWNER to reject defective Work or Work not in conformance with the Contract Documents.

If OWNER, after due investigation, has reasonable objection to any Subcontractor, other person, or organization proposed by CONTRACTOR after the Notice of Award, CONTRACTOR shall submit an acceptable substitute and the Contract Price shall be increased or decreased by the difference in cost occasioned by such substitution and an appropriate Change Order shall be issued. CONTRACTOR shall not be required to employ any Subcontractor, other person, or organization against whom CONTRACTOR has reasonable objection. CONTRACTOR shall not, without the consent of OWNER, make any substitution for any Subcontractor, other person, or organization who has been accepted by OWNER unless OWNER determines that there is good cause for doing so.

6.10. CONTRACTOR shall be fully responsible for all acts and omissions of CONTRACTOR's Subcontractors and of persons and organizations directly or indirectly employed by them and of persons and organizations for whose acts any of them may be liable to the same extent that CONTRACTOR is responsible for the acts and omissions of persons directly employed by CONTRACTOR. Nothing in the Contract Documents shall create any contractual relationship between OWNER and any Subcontractor or other person or organization having a direct contract with CONTRACTOR, nor shall it create any obligation on the part of OWNER to pay or to see to the payment of any monies due any Subcontractor or other person or organization, except as may otherwise be required by law. OWNER may furnish to any Subcontractor or other person or organization, to the extent practicable, evidence of amounts paid to CONTRACTOR on account of specific Work done in accordance with the schedule of values.

6.11. The sections of the Specifications and the identifications of any Drawings shall not control CONTRACTOR in dividing the Work among Subcontractors or delineating the Work to be performed by any specific trade. All work shall be performed by persons licensed to perform such work by New Mexico Construction Industries Division.

6.12. CONTRACTOR agrees to bind specifically every Subcontractor to the applicable terms and conditions of the Contract Documents for the benefit of OWNER.

## **Patent Fees and Royalties**

6.13. CONTRACTOR shall pay all license fees and royalties and assume all costs incident to the use in the performance of the Work of any invention, design, process, product, or device which is the subject of patent rights or copyrights held by others. If a particular invention, design, process, product, or device is specified in the Contract Documents for use in the performance of the Work and if, to the actual knowledge of OWNER, its use is subject to patent

rights or copyrights calling for the payment of any license fee or royalty to others, the existence of such rights shall be disclosed by OWNER in the Contract Documents. CONTRACTOR shall indemnify and hold harmless OWNER and anyone directly or indirectly employed by either of them from and against all claims, damages, losses, and expenses, including attorneys' fees, arising out of any infringement of patent rights or copyrights incident to the use in the performance of the Work or resulting from the incorporation in the Work of any invention, design, process, product, or device not specified in the Contract Documents and shall defend all such claims in connection with any alleged infringement of such rights.

### **Permits**

6.14. CONTRACTOR shall obtain and pay for all construction permits and licenses and shall pay all governmental charges and inspection fees necessary for the prosecution of the Work, which are applicable at the time of CONTRACTOR's Bid. OWNER shall assist CONTRACTOR, when necessary, in obtaining such permits and licenses. CONTRACTOR shall also pay all public utility charges.

### **Laws and Regulations**

6.15. CONTRACTOR shall give all notices and comply with all laws, ordinances, rules, and regulations applicable to the Work. If CONTRACTOR observes that the Specifications or Drawings are at variance therewith, CONTRACTOR shall give ENGINEER prompt written notice thereof; and any necessary changes shall be adjusted by an appropriate Modification. If CONTRACTOR performs any Work knowing it to be contrary to such laws, ordinances, rules, and regulations and without such notice to ENGINEER, CONTRACTOR shall bear all costs arising there-from; however, it shall not be CONTRACTOR's primary responsibility to make certain that the Specifications and Drawings are in accordance with such laws, ordinances, rules, and regulations.

### **Taxes**

6.16. CONTRACTOR shall pay all New Mexico gross receipts, sales, consumer, use, and other similar taxes required to be paid by CONTRACTOR in accordance with the law of the place where the Work is to be performed.

### **Use of Premises**

6.17. CONTRACTOR shall confine CONTRACTOR's equipment, the storage of materials and equipment, and the operations of CONTRACTOR's workmen to areas permitted by law, ordinances, permits, or the requirements of the Contract Documents and shall not unreasonably encumber the premises with materials or equipment.

6.18. CONTRACTOR shall not load nor permit any part of any structure to be loaded with weights that will endanger the structure, nor shall CONTRACTOR subject any part of the Work to stresses or pressures that will endanger it.

### **Record Drawings**

6.19. CONTRACTOR shall keep one record copy of all Specifications, Drawings, Addenda, Modifications and Shop Drawings at the site in good order and currently annotated to show all

changes made during the construction process. These shall be available to ENGINEER and shall be delivered in good condition to OWNER upon completion of the Project.

### **Safety and Protection**

6.20. CONTRACTOR shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work. CONTRACTOR shall take all necessary precautions for the safety of and shall provide the necessary protection to prevent damage, injury, or loss to:

6.20.1. All employees on the Work and other persons who may be affected thereby;

6.20.2. All the Work and materials or equipment to be incorporated therein, whether in storage on or off the site; and

6.20.3. Other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation, or replacement in the course of construction.

6.20.4. All personal property that may be affected by the work.

The CONTRACTOR shall conduct construction operations in a manner which will minimize interference with the normal use of property adjacent to the construction Work and shall give owners of such property at least twenty-four (24) hours notice of the commencement of Work in the area abutting their property. CONTRACTOR shall comply with all applicable laws, ordinances, rules, regulations and orders of any public body having jurisdiction for the safety of persons or property or to protect them from damage, injury, or loss. CONTRACTOR shall erect and maintain, as required by the conditions and progress of the Work, all necessary safeguards for its safety and protection. CONTRACTOR shall notify owners of adjacent utilities at least forty-eight (48) hours in advance when prosecution of the Work may affect them. All damage, injury, or loss to any property referred to in subparagraphs 18.4.1 and 18.4.2 caused, directly or indirectly, in whole or in part, by CONTRACTOR, any Subcontractor, or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, shall be remedied by CONTRACTOR, except for damage or loss attributable to the fault of Drawings or Specifications or to the acts or omissions of DESIGNER or anyone employed by OWNER or anyone for whose acts OWNER may be liable, and not attributable, directly or indirectly, in whole or in part, to the fault or negligence of CONTRACTOR. CONTRACTOR's duties and responsibilities for the safety and protection of the Work shall continue until such time as all the work is completed and ENGINEER has issued a notice to OWNER and CONTRACTOR in accordance with paragraph 14.13 that Work is acceptable.

6.21. CONTRACTOR shall designate a responsible member of CONTRACTOR's organization at the site whose duty shall be the prevention of accidents. This person shall be CONTRACTOR's superintendent, unless otherwise designated in writing by CONTRACTOR to OWNER.

### **Emergencies**

6.22. In emergencies affecting the safety of persons or the Work or property at the site or adjacent thereto, CONTRACTOR, without special instruction or authorization from ENGINEER

or OWNER, is obligated to act, on self discretion, to prevent threatened damage, injury, or loss. CONTRACTOR shall give ENGINEER prompt written notice of any significant changes in the Work or deviations from the Contract Documents caused thereby; and a Change Order shall thereupon be issued covering the changes and deviations involved. If CONTRACTOR believes that additional work done in an emergency which arose from causes beyond CONTRACTOR's control entitles an increase in the Contract Price or an extension of the Contract Time, CONTRACTOR may make a claim as provided in Articles 11 and 12 of these General Conditions.

### **Shop Drawings and Samples**

6.23. After checking and verifying all field measurements, CONTRACTOR shall submit to ENGINEER for approval, in accordance with the accepted schedule of Shop Drawing submissions (see paragraph 2.9), three copies (or, at ENGINEER's option, one reproducible copy) of all Shop Drawings which shall have been checked by and stamped with the approval of CONTRACTOR and identified as ENGINEER may require. The data shown on the Shop Drawings will be complete with respect to dimensions, design criteria, materials of construction, and the like to enable ENGINEER to review the information as required.

6.24. CONTRACTOR shall also submit to ENGINEER for approval, with such promptness as to cause no delay in Work, all samples required by the Contract Documents. All samples will have been checked by and stamped with the approval of CONTRACTOR, identified clearly as to material, manufacturer, and pertinent catalog numbers and the use for which intended.

6.25. At the time of each submission, CONTRACTOR shall in writing call ENGINEER's attention to any deviations that the Shop Drawings or sample may have from the requirements of the Contract Documents.

6.26. ENGINEER will review and approve with reasonable promptness Shop Drawings and samples, but ENGINEER's review and approval shall be only for conformance with the design concept of the Project and for compliance with the information given in the Contract Documents. The approval of a separate item as such will not indicate approval of the assembly in which the item functions. CONTRACTOR shall make any corrections required by ENGINEER and shall return the required number of corrected copies of Shop Drawings and resubmit new samples until approved. CONTRACTOR shall direct specific attention in writing or on resubmitted Shop Drawings to revisions other than the corrections called for by ENGINEER on previous submissions. CONTRACTOR's stamp of approval on any Shop Drawing or sample shall constitute a representation to ENGINEER that CONTRACTOR has either determined and verified all quantities, dimensions, field construction criteria, materials, catalog numbers, and similar data or assumes full responsibility for doing so and that CONTRACTOR has reviewed or coordinated each Shop Drawing or sample with the requirements of the Work and the Contract Documents.

6.27. Where a Shop Drawing or sample submission is required by the Specifications, no related Work shall be commenced until the submission has been approved by ENGINEER. A copy of each approved Shop Drawing and each approved sample shall be kept in good order by CONTRACTOR at the site and shall be available to ENGINEER.

6.28. ENGINEER's approval of Shop Drawings or samples shall not relieve CONTRACTOR from CONTRACTOR's responsibility for any deviations from the requirements of the Contract

Documents unless CONTRACTOR has in writing called ENGINEER's attention to such deviation at the time of submission and ENGINEER has given written approval to the specific deviation, nor shall any approval by ENGINEER relieve CONTRACTOR from responsibility for errors or omissions in the Shop Drawings.

### **Cleanup**

6.29. CONTRACTOR shall keep the premises free from accumulations of waste materials, rubbish, and other debris resulting from the Work; and at the completion of the Work, CONTRACTOR shall remove all waste materials, rubbish, and debris from and about the premises, as well as all tools, construction equipment and machinery, and surplus materials and shall leave the site clean and ready for occupancy by OWNER. CONTRACTOR shall restore to their original condition those portions of the site not designated for alteration by the Contract Documents.

### **Indemnification**

6.30. CONTRACTOR shall indemnify and hold harmless OWNER and its agents and employees from and against all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting from the performance of the Work by the CONTRACTOR, provided that any such claim, damage, loss, or expense (a) is attributable to bodily injury, sickness, disease, or death or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting there from and (b) is caused in whole or in part by any negligent act or omission of CONTRACTOR, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

6.31. In any and all claims against OWNER or any of its agents or employees by any employees of CONTRACTOR, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this Agreement shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for CONTRACTOR or any Subcontractor under workmen's compensation acts, disability benefit acts, or other employee benefit acts.

6.32. The obligations of CONTRACTOR under this Agreement shall not extend to the liability of OWNER, OWNER's agents, or employees arising out of (a) the preparation or approval of maps, drawings, opinions, reports, surveys, Change Orders, designs, or Specifications or (b) the giving of or the failure to give directions or instructions by OWNER, OWNER's agents, or employees provided such giving or failure to give is the primary cause of injury or damage.

### **Notice to Surety**

6.33. In all cases involving changes in the Work, the CONTRACTOR shall be obligated to promptly notify its Sureties, if any, of any change in Contract Price, scope of the Work or Contract Time which might operate to discharge the Sureties if notice were not provided. No obligation to notify a Surety or actual notice to a Surety by any other person or party shall operate to relieve CONTRACTOR of its obligation to notify a Surety.

## **Documents, Records and Correspondence**

6.34. The CONTRACTOR shall maintain the following documents and records and, upon request by the OWNER, shall promptly make the records or legible copies thereof available to OWNER: Bid estimates, site observation reports, material and equipment invoices, payment records, payroll records, approved shop drawings, job meeting minutes, daily reports, logs and diaries, and photographs pertaining to the Work. The CONTRACTOR shall furnish copies of all correspondence pertaining to the Work to the OWNER upon request.

## **ARTICLE 7 WORK BY OTHERS**

7.1. OWNER may itself perform additional Work related to the Project or it may let other direct contracts therefore which shall contain General Conditions similar to these. CONTRACTOR shall afford the other contractors who are parties to such direct contracts (or OWNER, if performing the additional work directly) reasonable opportunity for the introduction and storage of materials and equipment and for the execution of work and shall properly connect and coordinate CONTRACTOR's Work with theirs.

7.2. If any part of CONTRACTOR's Work depends for proper execution or results upon the work of any such other contractor (or OWNER), CONTRACTOR shall inspect and promptly report to ENGINEER in writing any defects or deficiencies in such work that render it unsuitable for such proper execution and results. CONTRACTOR's failure to report shall constitute an acceptance of the work as fit and proper for the relationship of CONTRACTOR's Work except as to defects and deficiencies which may appear in the other work after the execution of CONTRACTOR's Work.

7.3. CONTRACTOR shall do all cutting, fitting and patching of the Work that may be required to make its several parts come together properly and fit it to receive or be received by such other work. CONTRACTOR shall not endanger any work of others by cutting, excavating or otherwise altering their work and will only cut or alter their work with the written consent of OWNER and of the other contractors whose work will be affected.

7.4. If the performance of additional work by other contractors or OWNER is not noted in the Contract Documents prior to the execution of the Contract, written notice thereof shall be given to CONTRACTOR prior to starting any such additional work. If CONTRACTOR believes that the performance of such additional work by OWNER or others involves additional expense or warrants an extension of the Contract Time, CONTRACTOR may make a claim therefor as provided in Articles 11 and 12 of these General Conditions.

7.5. Work by the CONTRACTOR and work by others shall be coordinated and expedited by the OWNER to prevent time delays and additional cost to the CONTRACTOR. Any extension of time and/or additional costs caused by other contractors may be claimed as provided in Articles 11 and 12 of these General Conditions.

## **ARTICLE 8 OWNER'S RESPONSIBILITIES**

8.1. OWNER shall issue all official communications to CONTRACTOR through ENGINEER, in writing.



8.2. In case of termination of the employment of ENGINEER, OWNER shall appoint an engineer whose status under the Contract Documents shall be that of the former ENGINEER.

8.3. OWNER shall furnish the data required of OWNER under the Contract Documents promptly and shall make payments to CONTRACTOR promptly after they are due as provided in paragraphs 14.4 and 14.13.

8.4. OWNER's duties in respect of providing lands and easements and providing engineering surveys to establish reference points are set forth in paragraphs 4.1 and 4.4.

8.5. In connection with OWNER's rights to request changes in the Work in accordance with Article 10 of these General Conditions, OWNER (especially in certain instances as provided in paragraph 10.4) is obligated to execute Change Orders.

8.6. OWNER's responsibility in respect of certain inspections, tests and approvals is set forth in paragraph 13.2.

8.7. In connection with OWNER's right to stop Work or suspend Work, see paragraphs 13.11 and 15.1. Paragraph 15.2 deals with OWNER's right to terminate services of CONTRACTOR.

## **ARTICLE 9 ENGINEER'S STATUS DURING CONSTRUCTION**

### **OWNER's Representative**

9.1. ENGINEER will be OWNER's representative during the construction period for the purpose of inspecting and approving the WORK.

### **Visits to Site**

9.2. ENGINEER will make visits to the site at intervals appropriate to the various stages of construction to observe the progress and quality of the executed Work and to determine, in general, if the Work is proceeding in accordance with the Contract Documents. ENGINEER will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. ENGINEER shall exercise reasonable skill and diligence to ensure that the completed Work will conform to the Contract Documents.

### **Clarifications and Interpretations**

9.3. ENGINEER will issue with reasonable promptness such written clarifications or interpretations of the Contract Documents (in the form of Drawings or otherwise) as ENGINEER may determine necessary, which shall be consistent with or reasonably inferable from the overall intent of the Contract Documents. If CONTRACTOR believes that a written clarification or interpretation justifies an increase in the Contract Price or Contract Time, CONTRACTOR may make a claim therefor as provided in Article 11 or Article 12 of these General Conditions.

### **Rejecting Defective Work**

9.4. ENGINEER will have authority to disapprove or reject Work which is defective and will also have authority to require special inspection or testing of the Work as provided in paragraph 13.7, whether or not the Work is fabricated, installed or completed.

## **Shop Drawings, Change Orders and Payments**

9.5. In connection with ENGINEER's responsibility for Shop Drawings and samples, see paragraphs 6.23 through 6.28 inclusive.

9.6. In connection with ENGINEER's responsibilities as to Change Orders, see Articles 10, 11 and 12 of these General Conditions.

9.7. In connection with ENGINEER's responsibilities in respect of Applications for Payment, etc., see Article 14 of these General Conditions.

## **Project Representation**

9.8. The ENGINEER may designate a Project Representative to assist ENGINEER in observing the performance of the Work. The duties, responsibilities and limitations of authority of any such Project Representative and assistants will be as delegated by the ENGINEER.

## **Decisions on Disagreements**

9.9. ENGINEER will be the initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the Work there-under. Claims, disputes and other matters relating to the acceptability of the Work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the Work shall be referred initially to ENGINEER in writing with a request for a formal decision in accordance with this paragraph, which ENGINEER will render in writing within a reasonable time, unless ENGINEER advises CONTRACTOR that additional time is needed in which to ascertain more accurate data.

9.10. The rendering of a decision by ENGINEER pursuant to paragraph 9.9 with respect to any claim, dispute or other matter will be a condition precedent to any exercise by OWNER or CONTRACTOR of such rights or remedies as either may otherwise have under the Contract Documents or at law in respect of that claim, dispute or other matter.

## **Limitations on ENGINEER's Responsibilities**

9.11. Neither ENGINEER's authority to act under this Article 9 or elsewhere in the Contract Documents nor any decision made by ENGINEER in good faith either to exercise or not exercise such authority shall give rise to any duty or responsibility of ENGINEER to CONTRACTOR, any Subcontractor, any manufacturer, fabricator, supplier or distributor, or any of their agents or employees or any other person performing any of the Work.

9.12. Whenever in the Contract Documents the terms "as ordered," "as directed," "as required," "as allowed" or terms of like effect or import are used, or the adjectives "reasonable," "suitable," "acceptable," "proper" or "satisfactory" or adjectives of like effect or import are used, to describe requirement, direction, review or judgment of ENGINEER as to the Work, it is intended that such requirement, direction, review or judgment will be solely to evaluate the Work for compliance with the Contract Documents (unless there is a specific statement indicating otherwise). The use of any such term or adjective never indicates that ENGINEER shall have authority to supervise or direct performance of the Work or authority to undertake responsibility contrary to the provisions of paragraphs 9.13 or 9.14.

9.13. ENGINEER will not be responsible for CONTRACTOR's means, methods, techniques, sequences or procedures of construction, or the safety precautions and programs incident thereto, and ENGINEER will not be responsible for CONTRACTOR's failure to perform the Work in accordance with the Contract Documents.

9.14. ENGINEER will not be responsible for the acts or omissions of CONTRACTOR or of any Subcontractor, or of the agents or employees of any CONTRACTOR or Subcontractor, or of any other persons at the site or otherwise performing any of the Work.

## **ARTICLE 10 CHANGES IN THE WORK**

### Change Order:

10.1. Without invalidating the Agreement, OWNER may, at any time order additions, deletions or revisions in the Work; these will be authorized by written Change Orders. Upon receipt of a signed Change Order, CONTRACTOR shall proceed with the Work involved. All such Work shall be executed under the applicable conditions of the Contract Documents. If any Change Order causes an increase or decrease in the Contract Price or an extension or shortening of the Contract Time, an equitable adjustment may be made as provided in Article 11 or Article 12 of these General Conditions on the basis of a claim made by either party.

### Field Order:

10.2. ENGINEER may authorize minor changes in the Work not involving an adjustment in the Contract Price or the Contract Time and which are consistent with the overall intent of the Contract Documents. These may be accomplished by a Field Order and shall be binding on OWNER and CONTRACTOR, who shall perform the change promptly. If CONTRACTOR believes that a Field Order justifies an increase in the Contract Price or Contract Time, CONTRACTOR may make a claim therefor as provided in Article 11 or Article 12 of these General Conditions.

10.3. Additional Work performed without authorization of a written and executed Change Order will not entitle CONTRACTOR to an increase in the Contract Price or to an extension of the Contract Time, except in the case of an emergency as provided in paragraph 6.22 and except as provided in paragraphs 10.2, 11.9 and 13.10.

10.4. OWNER shall execute appropriate Change Orders prepared by ENGINEER covering changes in the Work which are required by OWNER or which are required because of emergencies or as provided in Article 7 of these General Conditions or as provided in paragraph 11.9, or because of any other valid claim of CONTRACTOR for a change in the Contract Time or the Contract Price which is recommended by ENGINEER and accepted by the OWNER.

10.5. If notice of any change affecting the general scope of the Work or change in the Contract Price is required by the provisions of any Bond to be given to the Surety, it will be CONTRACTOR's responsibility to so notify the Surety, and the amount of each applicable Bond shall be adjusted accordingly. CONTRACTOR shall furnish proof of such adjustment to OWNER.

10.6. CONTRACTOR shall not be entitled to receive damages or additional cost for delay reasonably caused by the OWNER, OWNER'S consultants, agents and employees. In such event, however, CONTRACTOR may be entitled to an extension of the Contract Time.

10.7. Changes in the Work which represent less than twenty-five percent (25%) of the value of the Work shall not be considered to change the scope of the Work provided that the operations and methods required to perform the change are not significantly different from those contemplated by the original Work.

## **ARTICLE 11 CHANGE OF CONTRACT PRICE**

11.1. The Contract Price constitutes the total compensation payable to CONTRACTOR for performing the Work. All duties, responsibilities, and obligations assigned to or undertaken by CONTRACTOR shall be at CONTRACTOR's expense without change in the Contract Price.

11.2. The Contract Price may only be changed by a Change Order. Any claim for an increase in the Contract Price shall be based on written notice delivered to OWNER within fifteen (15) days of the occurrence of the event giving rise to the claim but before the CONTRACTOR has incurred additional expenses except in the case of emergencies, under paragraph 6.22. Notice of the amount of the claim with supporting data and written explanation of the basis for the claim shall be delivered within seven (7) days of such occurrence unless ENGINEER allows an additional period of time to ascertain accurate cost data. All claims for adjustments in the Contract Price shall be determined by OWNER. Any change in the Contract Price resulting from any such claim shall be incorporated in a Change Order. OWNER may grant CONTRACTOR an extension of the Contract Time for resolving a claim for adjustment but in no case shall CONTRACTOR be entitled to damages for delay.

11.3. The value of any Work covered by a Change Order or of any claim for an increase or decrease in the Contract Price shall be determined in one of the following ways:

11.3.1. Where the Work involved is covered by unit prices contained in the Contract Documents, by application of unit prices to the quantities of the items involved.

11.3.2. By mutual acceptance of a lump sum or unit prices.

11.3.3. On the basis of the Cost of the Work, plus a CONTRACTOR's Fee for supervision, overhead, bond, profit and any other general expenses, fee shall not exceed fifteen percent (15%) of the actual Cost of Work.

11.3.4. If the CONTRACTOR subcontracts all or part of the Work and the subcontract is to be paid on the basis of the Cost of Work plus a Fee, the Total Fee for the subcontracted Work and the CONTRACTOR's Fee shall not exceed fifteen percent (15%) of the actual cost of Work, as determined in accordance with paragraphs 11.4 and 11.5, unless otherwise as determined or agreed to by OWNER. The Cost of Work and Fee shall be identified individually in the Change Order back-up provided to the OWNER by the CONTRACTOR, in a format acceptable to the OWNER.

## **Cost of the Work**

11.4. The term Cost of the Work means the sum of all costs necessarily incurred and paid by the CONTRACTOR in the proper performance of the Work. Except as otherwise may be agreed in writing by OWNER; such costs shall be in amounts no higher than those prevailing in the locality of the Project, shall include only the following items, and shall not include any of the costs itemized in paragraph 11.5:

11.4.1. Payroll costs for employees in the direct employ of CONTRACTOR in the performance of the Work under schedules of job classifications agreed upon by OWNER and CONTRACTOR. Payroll costs for employees not employed full time on the Work shall be apportioned on the basis of their time spent on the Work. Payroll costs shall include salaries and wages plus the cost of fringe benefits which shall include social security contributions, unemployment, excise and payroll taxes, workmen's compensation, health and retirement benefits, sick leave, vacation and holiday pay applicable thereto. Employees shall include superintendents and foremen at the site. The expenses of performing work after regular working hours, on Sunday or legal holidays shall be included in the above to the extent authorized by OWNER.

11.4.2. Cost of all materials and equipment furnished and incorporated in the Work, including costs of transportation and storage thereof, and manufacturers' field services required in connection therewith. All cash discounts shall accrue to CONTRACTOR unless OWNER deposits funds with CONTRACTOR with which to make payments, in which case the cash discounts shall accrue to OWNER. All trade discounts, rebates and refunds, and all returns from sale of surplus materials and equipment shall accrue to OWNER and CONTRACTOR shall make provisions so that they may be obtained.

11.4.3. Payments made by CONTRACTOR to the Subcontractors for Work performed by Subcontractors. If required by OWNER, CONTRACTOR shall obtain competitive Bids from Subcontractors acceptable to CONTRACTOR and shall deliver such Bids to OWNER who will then determine which Bids will be accepted. If a subcontract provides that the Subcontractor is to be paid on the basis of Cost of the Work Plus a Fee, the Cost of the Work shall be determined in accordance with paragraphs 11.4 and 11.5. The Total Fee for Subcontractor's Fee and CONTRACTOR's Fee combined shall not exceed fifteen percent (15%) of the actual Cost of Work, unless otherwise determined or agreed to by OWNER. Fee includes compensation for supervision, overhead, bond, profit and any other general expenses. All subcontracts shall be subject to the other conditions of the Contract Documents insofar as applicable.

11.4.4. Costs of special consultants (including, but not limited to, engineers, architects, testing laboratories, surveyors, lawyers, and accountants) employed for services specifically related to the Work to the extent authorized in advance by OWNER.

11.4.5. Supplemental costs including the following:

11.4.5.1. The proportion of necessary transportation, traveling, and subsistence expenses of CONTRACTOR's employees incurred in discharge of duties connected with the Work.

11.4.5.2. Cost, including transportation and maintenance, of all materials, supplies, equipment, machinery, appliances, office and temporary facilities at the site, and hand tools not owned by the workmen, which are consumed in the performance of the Work; and cost less market value of such items used but not consumed which remain the property of CONTRACTOR.

11.4.5.3. Rentals of all construction equipment and machinery and parts thereof, whether rented by CONTRACTOR or others in accordance with rental agreements approved by OWNER, and the costs of transportation, loading, unloading, installation, dismantling, and removal thereof -- all in accordance with terms of said rental agreements. The rental of any such equipment, machinery or parts shall cease when the use thereof is no longer necessary for the Work; if rental is not timely ceased, OWNER shall incur no cost beyond that absolutely required for the Work.

11.4.5.4. Sales, use, or similar taxes related to the Work and for which CONTRACTOR is liable, imposed by any governmental authority.

11.4.5.5. Deposits lost for causes other than CONTRACTOR's negligence, royalty payments, and fees for permits and licenses.

11.4.5.6. Losses, damages and expenses not compensated by insurance or otherwise, sustained by CONTRACTOR in connection with the execution of and to the Work, provided they have resulted from causes other than the negligence of CONTRACTOR, any Subcontractor, or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable. Such losses shall include settlements made with the written consent and approval of OWNER. No such losses, damages and expenses shall be included in the Cost of the Work for the purpose of determining CONTRACTOR's Fee. If, however, any such loss or damage requires reconstruction and CONTRACTOR is placed in charge thereof, CONTRACTOR shall be paid for the services a fee proportionate to that stated in paragraph 11.6.2.

11.4.5.7. The cost of utilities, fuel and sanitary facilities at the site.

11.4.5.8. Minor expenses such as telegrams, long distance telephone calls, telephone service at the site, expressage and similar petty cash items in connection with the Work.

11.5. The term Cost of the Work shall not include any of the following:

11.5.1. Payroll costs and other compensation of CONTRACTOR's officers, executives, principals (of partnership and sole proprietorships), general managers, engineers, architects, estimators, timekeepers, clerks and other personnel employed by CONTRACTOR whether at the site or in CONTRACTOR's principal or a branch office for general administration of the Work and not specifically included in the schedule referred to in paragraph 11.4.1 -- all of which are to be considered administrative costs covered by the CONTRACTOR's Fee.

11.5.2. Expenses of CONTRACTOR's principal and branch offices other than CONTRACTOR's office at the site.

11.5.3. Any part of CONTRACTOR's capital expenses, including interest on CONTRACTOR's capital employed for the Work and charges against CONTRACTOR for delinquent payment.

11.5.4. Cost of premiums for all bonds and for all insurance policies whether or not CONTRACTOR is required by the Contract Documents to purchase and maintain the same.

11.5.5. Costs due to the negligence of CONTRACTOR, any Subcontractor, or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable, including but not limited to, the correction of defective work, disposal of materials or equipment wrongly supplied and making good any damage to property.

11.5.6. Other overhead or general expense costs of any kind and the costs of any item not specifically and expressly included in paragraph 11.4.

### **CONTRACTOR's Fee**

11.6. The CONTRACTOR's Fee that is allowed to CONTRACTOR for overhead and profit shall be determined as follows:

11.6.1. A mutually acceptable fixed fee; or if none can be agreed upon,

11.6.2. An amount determined by the OWNER to be reasonable.

11.6.2.1. No fee shall be payable on the basis of costs itemized under paragraphs 11.4.4, 11.4.5, and 11.5.

11.6.3. If a subcontract provides that the Subcontractor is to be paid on the basis of Cost of the Work plus a Fee, the Cost of the Work shall be determined in accordance with paragraphs 11.4 and 11.5. The Total Fee for Subcontractor's Fee and Contractor's Fee combined shall not exceed fifteen percent (15%) of the actual Cost of Work, unless otherwise determined or agreed to by OWNER. Fee includes compensation for supervision, overhead, bond, profit and any other general expenses

11.7. The amount of credit to be allowed by CONTRACTOR to OWNER for any change in contract price which results in a net decrease in cost will be the amount of the actual net decrease plus an allowance for overhead and administration. When both additions and credits are involved in any one change, the combined overhead and profit shall be figured on the basis of the net increase or decrease.

11.8. Whenever the cost of any Work is to be determined pursuant to paragraphs 11.4 and 11.5, CONTRACTOR will submit in the form prescribed by OWNER an itemized cost breakdown together with supporting data.

## **Cash Allowances**

11.9. It is understood that CONTRACTOR has included in the Contract Price all cash allowances required by the Contract Documents and the CONTRACTOR shall cause the Work covered to be done by sums within the limit of the allowances as OWNER may approve.

Upon final payment, the Contract Price shall be adjusted as required and an appropriate Change Order issued. CONTRACTOR agrees that the original Contract Price includes such sums as CONTRACTOR deems proper for costs and profit on account of cash allowances. No demand for additional cost or profit in connection therewith will be allowed.

## **ARTICLE 12 CHANGE OF THE CONTRACT TIME**

12.1. The Contract Time may only be changed by written approval from the OWNER. Any claim for an extension in the Contract Time shall be based on written notice delivered to OWNER within seven (7) days of the occurrence of the event giving rise to the claim for contract time extension and shall be accompanied by supporting data unless OWNER allows an additional period of time to ascertain more accurate data. All claims for adjustment in the Contract Time shall be determined by OWNER.

12.2. The Contract Time may be extended in an amount equal to time lost due to delays beyond the control of CONTRACTOR if CONTRACTOR makes a claim therefor as provided in paragraph 12.1. Such delays shall include, but not be restricted to, acts or neglect by any separate contractor employed by OWNER, fires, floods, labor disputes, epidemics, weather conditions, or acts of God. If the CONTRACTOR has worked less than four (4) hours in a day, and is forced to suspend work due to weather conditions, CONTRACTOR shall receive credit for one (1) day. The CONTRACTOR shall deliver to the OWNER, a written request within seven (7) days of each occurrence, regarding the credit day(s). The OWNER shall make the final determination as to the validity of each request.

12.3. All time limits stated in the Contract Documents are of the essence of the Agreement. The conditions of this Article 12 shall not exclude recovery for damages (including compensation for additional professional services) for delay by either party; except that CONTRACTOR shall be entitled only to an extension of the Contract Time, and not for other damages, resulting from OWNER's decision to delay the Work either prior to the time for commencement of the Work or during performance of the Work.

## **ARTICLE 13 WARRANTY AND GUARANTEE; TESTS AND INSPECTIONS; CORRECTION, REMOVAL, OR ACCEPTANCE OF DEFECTIVE WORK**

### **Warranty and Guarantee**

13.1. CONTRACTOR warrants and guarantees to OWNER that all materials and equipment will be new unless otherwise specified and that all Work will be of good quality, will be free from faults or defects, and will be in accordance with the requirements of the Contract Documents and of any inspections, tests, or approvals referred to in paragraph 13.2. All unsatisfactory Work, all faulty or defective Work, and all Work not conforming to the requirements of the Contract Documents or of such inspections, tests or approvals, shall be considered defective. Prompt notice of all defects shall be given to CONTRACTOR. All defective Work, equipment



and materials whether or not in place, may be rejected, corrected or accepted as provided in this Article 13.

### **Tests and Inspections**

13.2. If the Contract Documents, laws, ordinances, rules, regulations or orders of any public authority having jurisdiction require any Work to specifically be inspected, tested or approved by some public body, CONTRACTOR shall assume full responsibility therefore, shall pay all costs in connection therewith and shall furnish OWNER the required certificates of inspection, testing or approval.

### **Quality Assurance Materials Testing (Geotechnical)**

13.3 A material testing laboratory shall be retained by the OWNER for Quality Assurance testing. The frequency of the Quality Assurance testing shall be as determined by the OWNER. The CONTRACTOR shall notify the testing laboratory, the OWNER and the ENGINEER when CONTRACTOR is ready for each Quality Assurance test and shall cooperate fully in making way for the laboratory technician to make the tests. If any Work fails to meet the standards specified, the CONTRACTOR shall correct such failures in a manner acceptable to the ENGINEER. The CONTRACTOR shall pay for the cost of all Quality Assurance retesting necessary due to failure to meet specification requirements on the initial Quality Assurance testing. If the CONTRACTOR requests the testing laboratory to obtain density tests and the area to be tested is not ready when the technician arrives at the job site, the CONTRACTOR shall pay for all trip charges or stand by time assessed. All cost for retesting, standby time and other charges associated with a failed QA test will be deducted from the amount due on the Contract.

13.4 CONTRACTOR shall be responsible for providing to the OWNER the Proctor, Gradation and Liquid Limits of the Sub-Grade material and Base Course material.

13.5 Material testing as referenced in this article is for the OWNER's Quality Assurance. The CONTRACTOR is responsible for Quality Control of material, process and method.

13.6. CONTRACTOR shall give OWNER, ENGINEER, INSPECTING AGENCY and GEOTECHNICAL TESTING LAB a minimum of twenty-four (24) hours notice of readiness of the Work for all inspections, tests or approvals. All requests for QA testing shall be made in writing or e-mail to the ENGINEER, OWNER AND Testing Laboratory and by phone to the testing laboratory. If any such Work required so to be inspected, tested or approved is covered without written approval of ENGINEER, it must, if requested by ENGINEER, be uncovered for observation; and such uncovering shall be at CONTRACTOR's expense unless CONTRACTOR has given ENGINEER timely notice of CONTRACTOR's intention to cover such Work and ENGINEER has not acted with reasonable promptness in response to such notice.

13.7. Neither observations by ENGINEER nor inspections, tests or approvals by persons other than CONTRACTOR shall relieve CONTRACTOR from CONTRACTOR's obligations to perform the Work in accordance with the requirements of the Contract Documents. Refer to Technical Specifications, Article 01-002.1, Section 4, Quality Assurance Materials Testing.

## **Access to Work**

13.8. ENGINEER and ENGINEER'S representatives and other representatives of OWNER will have access to the Work at reasonable times. CONTRACTOR shall provide proper and safe facilities for such access and observation of the Work and also for any inspection or testing thereof by others.

## **Uncovering Work**

13.9. If any Work is covered contrary to the request of ENGINEER, it must, if requested by ENGINEER, be uncovered for ENGINEER's observation and the cover replaced in compliance with the Contract Documents at CONTRACTOR's expense.

13.10. If any Work has been covered which ENGINEER has not specifically requested to observe prior to its being covered or if ENGINEER considers it necessary or advisable that covered Work be inspected or tested by others, CONTRACTOR, at ENGINEER's request, shall uncover or otherwise make available for observation, inspection or testing as ENGINEER may require that portion of the Work in question, furnishing all necessary labor, material and equipment. If it is found that such Work is defective, CONTRACTOR shall bear all the expenses of such uncovering, exposure, observation, inspection and testing and of satisfactory reconstruction, including compensation for additional professional services; and an appropriate deductive Change Order shall be issued. If, however, such Work is not found to be defective, CONTRACTOR shall be allowed an increase in the Contract Price or an extension of the Contract Time, or both, directly attributable to such uncovering, exposure, observation, inspection, testing and reconstruction if CONTRACTOR makes a claim therefor as provided in Articles 11 and 12 of these General Conditions.

## **OWNER May Stop the Work**

13.11. If the Work is defective or CONTRACTOR fails to supply sufficient skilled workmen or suitable materials or equipment, when an imminent hazard condition is known to exist, when the CONTRACTOR either delays in correcting or permits repeated occurrences of a hazardous condition, or if CONTRACTOR fails to make prompt payments to Subcontractors or for labor, materials or equipment, OWNER may order CONTRACTOR to stop the Work or any portion thereof until the cause for such order has been eliminated; however, this right of OWNER to stop the Work shall not give rise to any duty on the part of OWNER to exercise this right for the benefit of CONTRACTOR or any other party. This authority to suspend Work does not relieve the CONTRACTOR of the legal responsibility for safety at the jobsite.

## **Correction or Removal of Defective Work**

13.12. If required by ENGINEER prior to approval of final payment, CONTRACTOR shall promptly (as determined by ENGINEER), without cost to OWNER and as specified by ENGINEER, either correct any defective Work, whether or not fabricated, installed, or completed or, if the Work has been rejected by ENGINEER, remove it from the site and replace it with non-defective Work. If CONTRACTOR does not correct such defective Work or remove and replace such rejected Work within a reasonable time as determined by ENGINEER, all as specified in a written notice from ENGINEER, OWNER may have the deficiency corrected or the rejected Work removed and replaced. All direct or indirect costs of such correction or removal and replacement, including compensation for additional professional services, shall be paid by

CONTRACTOR and an appropriate deductive Change Order shall be issued. CONTRACTOR shall also bear the expenses of making good all Work of others destroyed or damaged by such correction, removal, or replacement of CONTRACTOR's defective Work.

### **One Year Correction Period**

13.13. If, after the approval of final payment and prior to the expiration of one year after the date of FINAL ACCEPTANCE provided by letter by OWNER or such longer period of time as may be prescribed by law or by the terms of any applicable special guarantee required by the Contract Documents, any Work is found to be defective, CONTRACTOR shall promptly, without cost to OWNER and in accordance with OWNER's written instruction, either correct such defective Work or, if it has been rejected by OWNER, remove it from the site and replace it with non-defective Work. If CONTRACTOR does not promptly comply with the terms of such instructions, OWNER may have the defective Work corrected or the rejected Work removed and replaced and all direct and indirect cost of such removal and replacement, including compensation for additional professional services, shall be paid by CONTRACTOR.

### **Acceptance of Defective Work**

13.14. The OWNER may elect to accept defective work instead of requiring correction or removal and replacement of the defective Work. In such case, if acceptance occurs prior to approval of final payment, a Change Order shall be issued incorporating the necessary revisions in the Contract Documents, including appropriate reduction in the Contract Price; or, if the acceptance occurs after approval of final payment, an appropriate amount shall be paid by CONTRACTOR to OWNER.

### **Neglected Work by CONTRACTOR**

13.15. If CONTRACTOR shall fail to prosecute the Work in accordance with the Contract Documents, including any requirements of the progress schedule, OWNER, after seven (7) days written notice to CONTRACTOR may, without prejudice to any other remedy OWNER may have, make good any deficiencies and the cost thereof, including compensation for additional professional services, shall be charged against CONTRACTOR if ENGINEER approves such action, in which case a Change Order shall be issued incorporating the necessary revisions in the Contract Documents, including an appropriate reduction in the Contract Price. If the payments then or thereafter due CONTRACTOR are not sufficient to cover such amount, CONTRACTOR shall pay the difference to OWNER.

## **ARTICLE 14 PAYMENTS TO CONTRACTOR AND COMPLETION**

### **Schedules**

14.1. Prior to commencement of the Work, CONTRACTOR shall submit to OWNER a Project schedule and a final schedule of Shop Drawing submission. The schedule shall be approved in writing by CONTRACTOR's Sureties and shall be satisfactory in form and substance to OWNER.

## **Application for Progress Payment**

14.2. No later than the first day of each month, CONTRACTOR shall submit to OWNER for review an Application for Payment filled out and signed by CONTRACTOR covering the Work completed as of the date of the Application and accompanied by such supporting documentation as is required by the Contract Documents and also as OWNER may reasonably require. If payment is requested on the basis of materials and equipment not incorporated in the Work, but delivered and suitably stored at the site or at another location agreed to in writing, the Application for Payment shall also be accompanied by such data, satisfactory to OWNER, as will establish OWNER's title to the material and equipment and protect OWNER's interest therein, including applicable insurance. **Each subsequent Application for Payment shall include an affidavit of CONTRACTOR stating that all previous progress payments received on account of the Work have been applied to discharge in full all of CONTRACTOR's obligations reflected in prior Applications for Payment.**

## **CONTRACTOR'S Warranty of Title**

14.3. CONTRACTOR warrants and guarantees that title to all Work, materials and equipment covered by any Application for Payment, whether incorporated in the Project or not, will pass to OWNER at the time of payment free and clear of all liens, claims, security interests and encumbrances (hereafter in these General Conditions referred to as "Liens").

## **Review of Applications for Progress Payment**

14.4. OWNER will, within seven (7) days after receipt of each Application for Payment, except as submitted the Application for Payment or return the Application to CONTRACTOR indicating in writing the reasons for refusing to recommend payment. In the latter case, CONTRACTOR may make the necessary corrections and resubmit the Application. OWNER shall pay CONTRACTOR the amount recommended by ENGINEER, within twenty-one (21) days of the Application for Payment.

14.5. ENGINEER's recommendation of any payment requested in an Application for Payment will constitute a representation by ENGINEER to OWNER, based on ENGINEER's on-site observations of the Work in progress as an experienced and qualified design professional and on ENGINEER's review of the Application for Payment and the accompanying data and schedules that the Work has progressed to the point indicated; that, to the best of ENGINEER's knowledge, information and belief, the quality of the Work is in accordance with the Contract Documents (subject to an evaluation of the Work as a functioning Project upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents and any qualifications stated in the recommendation) and that CONTRACTOR is entitled to payment of the amount recommended. However, by recommending any such payment ENGINEER will not thereby be deemed to have represented that exhaustive or continuous on-site inspections have been made to check the quality or the quantity of the Work, or that the means, methods, techniques, sequences and procedures of construction have been reviewed or that any examination has been made to ascertain how or for what purpose CONTRACTOR has used the monies paid or to be paid to CONTRACTOR on account of the Contract Price, or that title to any Work, materials or equipment has passed to OWNER free and clear of any Liens.

14.6. ENGINEER's recommendation of final payment will constitute an additional representation by ENGINEER to OWNER that the conditions precedent to CONTRACTOR's being entitled to final payment as set forth in paragraph 14.13 have been fulfilled.

14.7. ENGINEER may refuse to recommend the whole or any part of any payment if, in ENGINEER's opinion, it would be incorrect to make such representations to OWNER. ENGINEER may also refuse to recommend any such payment, or, because of subsequently discovered evidence or the results of subsequent inspections or tests, nullify any such payment previously recommended to such extent as may be necessary in ENGINEER's opinion to protect OWNER from loss because:

14.7.1. The Work is defective, or completed Work has been damaged requiring correction or replacement,

14.7.2. Written claims have been made against OWNER in connection with the Work,

14.7.3. The Contract Price has been reduced because of Modifications,

14.7.4. OWNER has been required to correct defective Work or complete the Work in accordance with paragraph 13.9,

14.7.5. Of CONTRACTOR's unsatisfactory prosecution of the Work in accordance with the Contract Documents, or

14.7.6. Of CONTRACTOR's failure to make payment to Subcontractors, or for labor, materials or equipment.

### **Substantial Completion**

14.8. When CONTRACTOR considers the entire Work ready for its intended use CONTRACTOR shall, in writing to OWNER, certify that the entire Work is substantially complete and request that ENGINEER issue a certificate of Substantial Completion. Within a reasonable time thereafter, OWNER, CONTRACTOR and ENGINEER shall make an inspection of the Work to determine the status of completion. If ENGINEER does not consider the Work substantially complete, ENGINEER will notify CONTRACTOR in writing giving his reasons therefor. If ENGINEER considers the Work substantially complete, ENGINEER will prepare a tentative certificate of Substantial Completion which shall fix the date of Substantial Completion and acceptance. There shall be attached to the certificate a tentative list of items to be completed or corrected before final payment.

14.9. OWNER shall have the right to exclude CONTRACTOR from the Work after the date of Substantial Completion, but OWNER shall allow CONTRACTOR reasonable access to complete or correct items on the tentative list.

### **Partial Utilization**

14.10. Use by OWNER of any completed portion of the Work may be accomplished prior to Substantial Completion of all Work subject to the following:

14.10.1. OWNER at any time may request CONTRACTOR in writing to permit OWNER to use any part of the Work which OWNER believes to be substantially

complete and which may be so used without significant interference with construction of the other parts of the Work. If CONTRACTOR agrees, CONTRACTOR will certify to OWNER that said part of the Work is substantially complete and request ENGINEER to issue a certificate of Substantial Completion for that part of the Work. Prior to the OWNER using that portion of work, OWNER, CONTRACTOR and ENGINEER shall make an inspection of that part of the Work to determine its status of completion. If ENGINEER does not consider that part of the Work to be substantially complete, ENGINEER will notify OWNER and CONTRACTOR in writing giving the reasons therefor. If ENGINEER considers that part of the Work to be substantially complete, ENGINEER will execute and deliver to OWNER and CONTRACTOR a certificate to that effect, fixing the date of Substantial Completion as to that part of the Work, attaching thereto a tentative list of items to be completed or corrected before final acceptance and payment. Prior to issuing a certificate of Substantial Completion as to part of the Work, ENGINEER will deliver to OWNER and CONTRACTOR a written recommendation as to the division of responsibilities pending final payment between OWNER and CONTRACTOR with respect to security, operation, safety, maintenance, utilities and insurance for that part of the Work, which shall become binding upon OWNER and CONTRACTOR at the time of issuing the definitive certificate of Substantial Completion as to that part of the Work unless OWNER and CONTRACTOR shall have otherwise agreed in writing and so informed ENGINEER. OWNER shall have the right to exclude CONTRACTOR from any part of the Work which ENGINEER has so certified to be substantially complete, but OWNER shall allow CONTRACTOR reasonable access to complete or correct items on the tentative list.

14.10.2. In lieu of the issuance of a certificate of Substantial Completion as to part of the Work, OWNER may take over operation of a facility constituting part of the Work whether or not it is substantially complete if such facility is functionally and separately usable; provided that prior to any such takeover, OWNER and CONTRACTOR have agreed as to the division of responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, correction period, heat, utilities and insurance with respect to such facility.

### **Final Inspection**

14.11. Upon written notice from CONTRACTOR that the Work is complete, ENGINEER will make a final inspection with OWNER and CONTRACTOR and will notify CONTRACTOR in writing of all particulars in which this inspection reveals that the Work is incomplete or defective. CONTRACTOR shall immediately take such measures as are necessary to remedy such deficiencies.

### **Final Application for Payment**

14.12. After CONTRACTOR has completed all deficiency corrections to the satisfaction of ENGINEER and delivered all maintenance and operating instructions, schedules, warranty assignments, guarantees, Bonds, certificates of inspection, marked-up record documents and other documents, all as required by the Contract Documents, and after ENGINEER has indicated that the Work is acceptable (subject to the provisions of paragraph 14.15), CONTRACTOR may make application for final payment following the procedure for progress payments. The final Application for Payment shall be accompanied by all documentation called for in the Contract Documents (to include all Project Close Out Documents as defined in Article

12 of these General Conditions), and such other data and schedules as ENGINEER may reasonably require. CONTRACTOR shall also furnish an affidavit of CONTRACTOR to the effect that the labor, services, material and equipment charges have been satisfied in full; and that all payrolls, material and equipment bills, and other indebtedness connected with the Work have been paid or otherwise satisfied; and consent of the Surety, if any, to final payment.

### **Final Payment and Acceptance**

14.13. If, on the basis of ENGINEER's observation of the Work during construction and final inspection and ENGINEER's review of the final Application for Payment and accompanying documentation--all as required by the Contract Documents--ENGINEER is satisfied that the Work has been completed and CONTRACTOR has fulfilled all of CONTRACTOR's obligations under the Contract Documents (to include all Project Close Out Documents as defined in Article 12 of these General Conditions), ENGINEER will, within seven (7) days after receipt of the final Application for Payment, indicate in writing ENGINEER's recommendation of payment and present the Application to OWNER for payment. Thereupon ENGINEER will give written notice to OWNER and CONTRACTOR that the Work is acceptable subject to the provisions of paragraph 14.15. Otherwise, ENGINEER will return the Application to CONTRACTOR, indicating in writing the reasons for refusing to recommend final payment, in which case CONTRACTOR shall make the necessary corrections and resubmit the Application. If the Application and accompanying documentation are satisfactory and complete in form and substance, OWNER shall, within twenty-one (21) days after receipt thereof, pay CONTRACTOR the amount recommended by ENGINEER.

### **CONTRACTOR's Continuing Obligation**

14.14. CONTRACTOR's obligation to perform and complete the Work in accordance with the Contract Documents shall be absolute. Neither recommendation of any progress or final payment by ENGINEER, nor the existence of an unresolved claim, nor the issuance of a certificate of Substantial Completion, nor any payment by OWNER to CONTRACTOR under the Contract Documents, nor any use or occupancy of the Work or any part thereof by OWNER, nor any act of acceptance by OWNER nor any failure to do so, nor the issuance of a notice of acceptability by ENGINEER pursuant to paragraph 14.13, nor any correction of defective Work by OWNER shall constitute an acceptance of Work not in accordance with the Contract Documents or a release of CONTRACTOR's obligation to perform the Work in accordance with the Contract Documents.

### **Waiver of Claims**

14.15. The making and acceptance of final payment shall constitute:

14.15.1. A waiver of all claims by OWNER against CONTRACTOR, except claims arising from defective Work appearing after final inspection pursuant to paragraph 14.11 or from any failure to comply with the Contract Documents or the terms of any special guarantees specified therein; however, it shall not constitute a waiver by OWNER of any rights in respect of CONTRACTOR's continuing obligations under the Contract Documents; and

14.15.2. A waiver of all claims by CONTRACTOR against OWNER other than those previously made in writing and still unsettled.

## **ARTICLE 15 SUSPENSION OF WORK AND TERMINATION**

### **OWNER May Suspend Work**

15.1. OWNER may, at any time and without cause, suspend the Work or any portion thereof for a period of not more than ninety (90) days by notice in writing to CONTRACTOR and fix the date on which Work shall be resumed. CONTRACTOR shall resume the Work on the date so fixed unless CONTRACTOR and OWNER agree otherwise. CONTRACTOR will be allowed an extension of the Contract Time directly attributable to any suspension if CONTRACTOR makes a claim therefor as provided in Article 12 of these General Conditions, but shall not be entitled to an increase in the Contract Price or to any sums in damages.

### **OWNER May Terminate**

15.2. If CONTRACTOR is adjudged bankrupt or insolvent; makes a general assignment for the benefit of creditors; or if a trustee or receiver is appointed for CONTRACTOR or for any of CONTRACTOR's property; or if CONTRACTOR files a petition to take advantage of any debtor's act or to reorganize under the bankruptcy or similar laws; repeatedly fails to supply sufficient skilled workmen or suitable materials or equipment; repeatedly fails to make prompt payments to Subcontractors for labor, materials, or equipment; disregards laws, ordinances, rules, regulations, or orders of any public body having jurisdiction; disregards the authority of ENGINEER; or violates any provision of the Contract Documents, then OWNER may, without prejudice to any other right or remedy and after giving CONTRACTOR and CONTRACTOR's Surety seven days' written notice, terminate the services of CONTRACTOR and take possession of the Project and of all materials, equipment, tools, construction equipment and machinery thereon owned by CONTRACTOR and make demand upon CONTRACTOR's Surety to finish the Work. If Surety fails to make satisfactory arrangements within twenty-one days for completion of the Work, OWNER may finish the Work by whatever means it may deem expedient. In such case CONTRACTOR shall not be entitled to receive any further payment until the Work is finished. If the unpaid balance of the Contract Price exceeds the direct and indirect costs of completing the Project, including compensation for additional professional services, such excess shall be paid to CONTRACTOR. If such costs exceed such unpaid balance, CONTRACTOR shall pay the difference to OWNER. Such costs incurred by OWNER shall be determined by OWNER and incorporated in a Change Order.

15.3. Where CONTRACTOR's services have been so terminated by OWNER, said termination shall not affect any rights of OWNER against CONTRACTOR then existing or which may thereafter accrue. Any retention or payment of monies by OWNER due CONTRACTOR will not release CONTRACTOR from liability.

15.4. If the OWNER, which is a public entity, makes a good faith determination that such action is in the best interests of the entity, OWNER may terminate the Work or the Project upon seven days' written notice to CONTRACTOR for any reason which is within the legitimate purview of OWNER.

If OWNER terminates the Work under this provision, CONTRACTOR shall be entitled to payment for all portions of the Work completed and materials on hand at the date of termination and for expenses reasonably resulting from termination.



15.4.1. If, after notice of termination of the CONTRACTOR's right to proceed under the provisions of this clause, it is determined for any reason that the CONTRACTOR was not in default under the provisions of this clause, or that the delay was excusable under the provisions of this clause, the rights and obligations of the parties shall, if the Contract contains a clause providing for termination for convenience of the OWNER, be the same as if the notice of termination had been issued pursuant to such clause. If, in the foregoing circumstances, this Contract does contain a clause providing for termination for convenience of the OWNER, the Contract shall be equitably adjusted to compensate for such termination and the Contract modified accordingly.

### **CONTRACTOR May Stop Work or Terminate**

15.5. If, through no act or fault of CONTRACTOR, the Work is suspended for a period of more than ninety (90) days by OWNER or under an order of court or other public authority, or if ENGINEER fails to act on any Application for Payment within thirty days after it is submitted, or if OWNER fails to pay CONTRACTOR any sum approved by ENGINEER within thirty (30) days of its approval and presentation, then CONTRACTOR may, upon seven (7) days written notice to OWNER, terminate the Agreement and recover from OWNER payment for all Work executed and any expense sustained. In addition and in lieu of terminating the Agreement, if ENGINEER has failed to act on an Application for Payment or OWNER has failed to make any payment as aforesaid, CONTRACTOR may, upon seven (7) days notice to OWNER, stop the Work until payment is made.

### **ARTICLE 16 FORMAL DISPUTE**

16.1. Prior to seeking judicial relief in a court of law, and in addition and prior to arbitration, the interested parties shall endeavor to settle disputes by mediation under the requirements of Sections 13-4C-1 through 13-4C-11 NMSA 1978. Mediation shall commence within the time limits stipulated in the Act. Such time limits shall then be extended for arbitration by ten days (Chapter 63, Laws of 1992.)

16.2. All persons or entities whose interests or responsibilities in the dispute are substantial may be joined, and claims and disputes may be consolidated, in accordance with the law.

16.3. CONTRACTOR will carry on the Work and maintain the progress schedule during any dispute resolution proceedings, unless otherwise agreed by CONTRACTOR and OWNER in writing.

### **ARTICLE 17 MISCELLANEOUS**

#### **Giving Notice**

17.1. Whenever any provision of the Contract Documents requires the giving of written notice, it shall be deemed to have been validly given on the date delivered in person to the individual or to a member of the firm or to an officer of the corporation for whom it is intended or three days after sent by certified mail, postage prepaid and return receipt requested, to the last business address known to the person who gives the notice.

## **Computation of Time**

17.2. When any period of time is referred to in the Contract Documents by days, it shall be computed to include the first and the last day of such period.

## **General**

17.3. All monies not paid when due hereunder shall bear interest at the maximum rate allowed by law at the place of the Project.

17.4. All Specifications, Drawings and copies thereof furnished by OWNER shall remain the property of OWNER. They shall not be used on another Project and, with the exception of those sets which have been signed in connection with the execution of the Agreement, shall be returned on request upon completion of the Project.

17.5. The duties and obligations imposed by these General Conditions and the rights and remedies available hereunder and, in particular but without limitation, the warranties, guarantees, and obligations imposed upon CONTRACTOR by paragraphs 6.29, 13.1, 13.10, and 14.3 and the rights and remedies available to OWNER there-under shall be in addition to and shall not be construed in any way as a limitation of any rights and remedies available to them which are otherwise imposed or available by law, by special guarantee or by other provisions of the Contract Documents.

17.6. Should OWNER or CONTRACTOR suffer injury or damage to person or property because of any error, omission or act of the other or of any of the other's employees or agents or others for whose acts the non-injured party is legally liable, claim shall be made in writing to the other party within a reasonable time of the first observance of such injury or damage.

17.7. The Contract Documents shall be governed by the laws of the State of New Mexico.

## **Minimum Wages**

17.8. The CONTRACTOR and any Subcontractor performing Work under this Contract shall comply fully with the "Public Works Minimum Wage Act", Section 13-4-11 through 13-4-17 NMSA 1978 (1988 Repl.), and all amendments thereto, which provides in part that "the CONTRACTOR shall pay all mechanics and laborers employed on the site of the project unconditionally and not less often than once a week, and without subsequent unlawful deduction or rebate on any account, the full amounts accrued at time of payment, computed at wage rates not less than those stated in the advertised specifications."

The minimum hourly rate of wage which may be paid to workmen in each trade or occupation required for the Work under the Contract employed in the performance of the Contract either by the CONTRACTOR or Subcontractor or by other persons doing or contracting to do the whole or part of the Work contemplated by the Contract shall be as set forth in the schedule of Minimum Wage Rates appearing in the State Wage Rates, and the workmen employed in the performance of the Contract shall be paid not less than the applicable specified minimum hourly rate of wage as such is set forth in said schedule.

The scale of wages to be paid shall be posted by the CONTRACTOR in a prominent and easily accessible place at the site of the work; and it is further provided that there may be withheld

from the CONTRACTOR so much of accrued payments as may be considered necessary by the OWNER to pay to laborers and mechanics employed by the CONTRACTOR or Subcontractor on the Work, the difference between the rates of wages required by the Contract to be paid laborers and mechanics on the Work and the rates of wages received by such laborers and mechanics and not refunded to the CONTRACTOR, Subcontractors, or their agents.

The attention of the CONTRACTOR and any Subcontractor performing work under this Contract is directed to Section 13-4-12 NMSA 1978 (1988 Repl.) which reads in part, as follows:

"A. As used in Section 13-4-11 NMSA 1978, 'wages', 'scale of wages', 'wage rates', 'minimum wages', and 'prevailing wages' include:

- (1) The basic hourly rate of pay, and
- (2) The amount of:
  - (a) The rate of contribution irrevocably made by a CONTRACTOR or Subcontractor to a trustee or a third person pursuant to a fund, plan, or program; and
  - (b) The rate of costs to a CONTRACTOR or Subcontractor which reasonably may be anticipated in providing benefits to laborers and mechanics pursuant to an enforceable commitment to carry out a financially responsible plan or program which was communicated in writing to the laborers and mechanics affected for: 1) medical or hospital care, 2) pensions on retirement or death, 3) compensation for injuries or illness resulting from occupational activity, or 4) insurance to provide for any of the foregoing, and for 5) employment benefits, 6) life insurance, 7) disability and sickness insurance, 8) accident insurance, 9) vacation and holiday pay, 10) costs of apprenticeship or other similar programs, or for 11) other bona fide fringe benefits, but only where the CONTRACTOR or Subcontractor is not required by other federal, state, or local law to provide any of the foregoing or similar benefits."

However, the obligation of a CONTRACTOR or Subcontractor to make payment in accordance with the prevailing wage determinations of the State Labor Commissioner [Director of the Labor and Industrial Division of the Department of Labor], insofar as Section 13-4-11 NMSA 1978, or other sections or legislative acts incorporating Section 13-4-11 NMSA 1978 are concerned may be discharged by:

- (1) The making of payments in cash;
- (2) The making of contributions of a type referred to in (2a) above; or
- (3) The assumption of an enforceable commitment to bear the costs of a plan or program of a type referred to in (2b) above or any combination thereof, where the aggregate of any payments or contributions and costs therefor is not less than the rate of pay described in Section 13-4-11 NMSA 1978, plus the amount referred to in this section."

In the event it is found by the State Labor Commissioner that any laborer or mechanic employed by the CONTRACTOR or Subcontractor on the site of the Project covered by the Contract has been or is being paid as a result of a willful violation of a rate of wages less than the rate of wages required by the Contract, the OWNER may, by written notice to the CONTRACTOR and CONTRACTOR's Subcontractor, if the violation involves the Subcontractor, terminate their right to proceed with the work or such part of the Work as to which there has been a willful failure to pay the required wages; and the OWNER may prosecute the Work to completion by Contract or otherwise, and the CONTRACTOR and CONTRACTOR's sureties shall be liable to the State of New Mexico for any excess costs occasioned thereby. Any party receiving notice of termination of a contract or subcontract under the provisions of this section may appeal the finding of the State Labor Commissioner as provided in the Public Works Minimum Wage Act.

There is no representation on the part of the OWNER that labor can be obtained at the hourly rates shown in the General Conditions. It is the responsibility of BIDDERS to inform themselves as to local labor conditions and prospective changes or adjustments of wage rates. No increase in the Contract Price shall be allowed or authorized on account of the payment of wage rates in excess of those listed. The CONTRACTOR and any Subcontractor performing work under this Contract shall submit one certified copy of weekly payrolls to the State Labor and Industrial Commission not later than five working days after close of any payroll period that occurs during the month of June. One certified copy of all payrolls shall be submitted to the ENGINEER not later than five (5) working days after the close of any payroll. The scale of wages must be posted by the CONTRACTOR at the project site. The weekly payrolls shall conform to the following:

- (1) Form and Content: Any particular form may be used for CONTRACTOR or Subcontractor payrolls, provided all payrolls contain the following information:
  - (a) The employee's full name, address, and social security number.
    - (i) The employee's full name and social security number need only appear on the first payroll on which employee's name appears.
    - (ii) The employee's address need be shown only on the first submitted payroll on which employee's name appears, unless a change of address necessitates an additional submittal to reflect the new address.
  - (b) The employee's classification (or classifications).
  - (c) The employee's hourly wage rate (or rates); and, where applicable, employee's overtime hourly wage rate (or rates).
  - (d) The daily and weekly hours worked in each classification, including actual overtime hours worked (not adjusted).
  - (e) The itemized deductions made.
  - (f) The net wages paid.

- (2) Numbering Payrolls: All payrolls shall be numbered starting with number one (1) for the first payroll at the beginning of the job and continuing in numerical order until the job is completed.
- (3) Certification of Payrolls: The CONTRACTOR and each Subcontractor shall submit a weekly statement of compliance in the following form:

Date \_\_\_\_\_

I, \_\_\_\_\_, \_\_\_\_\_ do hereby state:

1. That I pay or supervise the payment of the persons employed by \_\_\_\_\_ on the \_\_\_\_\_ that during the payroll period commencing on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and ending the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said \_\_\_\_\_ from the full weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person other than deductions permitted by law.

2. That any payrolls under this Contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates incorporated into the Contract; that the classifications set forth therein for each laborer or mechanic conform with the work employee performed.

3. That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a state apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor.

17.8.1. Minimum Wages (Federal) - In the event that any work under this Contract involved Federal Funds, then the prevailing area Wage Rate Decision listed by the U.S. Department of Labor shall be made a part of this Contract. Whenever a conflict exists between the State and Federal Minimum Hourly Wage Rates, the higher of the conflicting wages rates shall govern.

**Archaeological Salvage and Reports**

17.9. Where objects of historical, archaeological, and paleontological value, including ruins, sites, buildings, artifacts, fossils and other objects of antiquity are encountered within the areas on which the CONTRACTOR's operations are performed, the CONTRACTOR shall postpone operations in the area, shall preserve such objects from disturbance or damage, and shall immediately notify the ENGINEER of their existence and location.

Upon receipt of such notification, the ENGINEER will arrange for the disposition of the objects or for the recording of data relative thereto and will notify the CONTRACTOR when it is proper to proceed with the Work in the affected area. In this regard, the ENGINEER may consult the Museum of New Mexico or other appropriate agency as to the nature and disposition of such objects. If the CONTRACTOR is directed by the ENGINEER to perform any Work in salvaging

said objects, the CONTRACTOR shall do so in accordance with the "Changes in the Work" provision of Article 10.

### **Measurement**

17.10. Measurement of Quantities for Unit Price Work: Unless otherwise specified, linear or area quantities of Work, such as grading, landscaping, paving, curb, gutter, sidewalk, drive apron, and other Work of a similar nature, shall be determined from measurements or dimensions of such Work and computed in horizontal planes. However, linear quantities of underground cable, fencing, piling, and timber shall be considered as being the true length measured along the longitudinal axis thereof. For pipe Work see related technical specifications; but if the method of measurement for pipe Work is not stated therein, it shall be measured along the longitudinal axis of the pipe in place from center of fitting to center of fitting. A station, when used as a definition or term of measurement, will be one hundred (100) linear feet.

### **Method of Measurement**

17.11. Materials and items of Work which are to be paid for on the basis of measurement shall be measured in accordance with the methods stipulated in the particular articles herein covering materials or types of Work.

When material is to be paid for on a volume basis and it would be impracticable to determine a volume by the specified method of measurement or when requested by the CONTRACTOR and approved by the ENGINEER, the material will be weighed in accordance with the requirements specified for weight measurement and such weights will be converted to volume measurement for payment purposes. Factors for conversion from weight measurement to volume measurement will be determined by the ENGINEER. Unless otherwise provided, when mineral aggregate or roadway material is being paid for by weight, deductions from pay quantities will be made for the weight of water in excess of three percent (3%) if the material is to be treated with bitumen and six percent (6%) if the material is to be water bound.

### **Units of Measurement**

17.12. Measurements shall be in accordance with U.S. Standard Measures. A pound shall be avoirdupois. A ton shall be two thousand (2,000) pounds. The unit of liquid measure shall be the U.S. gallon.

### **Certified Weights**

17.13. All materials to be paid for at a Contract unit price per ton shall be weighed on platform scales furnished by the CONTRACTOR or the supplier of the material at the CONTRACTOR's expense, or such materials may be weighed on certified public scales at the CONTRACTOR's expense. All scales shall be of adequate size to permit the entire vehicle to rest on the scale platform while being weighed. Scales furnished by the CONTRACTOR shall be installed on beams, piers, or foundations of sufficient strength and bearing to prevent the weighing mechanism supporting the scale platform from settling. The weighing facilities shall include a weatherproof scale house with a minimum floor area of thirty-two (32) square feet and equipped with adequate heat and light.

## **ARTICLE 18 UTILITIES**

### **Policy on the proximity of water and sewer lines**

18.1. Whenever possible, it is desirable to lay parallel water and sewer lines at least ten (10) feet apart horizontally, and the water line should be a higher elevation than the sewer. If this is not possible, separate trenches will be required in all cases (this shall be effective even though one line has been installed prior to the other), and the water line shall be at least two (2) feet above the sewer. When water and sewer lines cross each other, the water line shall be at least three (3) feet above the sewer; otherwise the sewer shall be of cast iron pipe, or equivalent, for ten (10) feet on each side of the water line.

18.2. Existing House Sewer Lateral or Water Service Connections, and Replacement of Mains.

18.2.1. Where house service line connections to existing sewer mains and water mains are encountered, the CONTRACTOR shall insure that the service line will not be disturbed or damaged. Should any service line connection be broken during the construction of the new line, it shall be replaced by the CONTRACTOR with new pipe, appropriate for the application, as determined by the ENGINEER. No extra compensation will be allowed the CONTRACTOR for this item.

18.2.2. Where the horizontal alignment of the new sanitary sewer line coincides with the alignment of an existing sanitary sewer line and the grade of the new line is approximately at the same grade as the existing line or lower, then the existing line shall be removed or dealt with as ordered by the ENGINEER. The cost of this work when applicable shall be paid for under the appropriate item in the Bid Proposal. The ENGINEER shall determine if it is necessary to pump sewage around the replacement work, or if it is possible to temporarily plug the sewer line during the replacement operation. In the case of by-pass pumping, it will be paid for as indicated in the Bid Proposal.

18.3. Operation of the Existing Water System

18.3.1 All shutoffs shall be done by the OWNER. The CONTRACTOR shall notify the OWNER forty-eight (48) hours prior to the date of required shutoff. The OWNER shall make a "trial shutoff" of the system within the project limits prior to issuance of Notice to Proceed, in order to preclude delay of emergency and required shutoffs. If valves cannot be located or are not in operating condition, the OWNER shall notify the CONTRACTOR as soon as possible. The OWNER's personnel will locate the valves, make the necessary repairs, or determine an alternate method of making the shutoff.

18.3.2. The CONTRACTOR shall notify each household, office or other affected water user that a shutoff will be made, giving full details by personal contact if possible or by leaving a door knob hanger notification. CONTRACTOR shall also notify the media, i.e. radio stations and newspaper, the City Water Shop, (575) 439-4244, and the ENGINEER giving full details of the date, time and location of the shutoff. Notifications shall be given at least twenty-four (24) hours in advance of a shutoff.

18.3.3. The CONTRACTOR shall notify the Fire Department when fire hydrants are taken out of service and returned to service.

18.3.4. The OWNER shall be responsible for the actual operation of the valves.

18.3.5. EMERGENCY BREAKS: The Water Division, (575) 439-4244, shall be notified immediately so that it may perform the shutoff.

#### 18.4. Protection and Restoration of Property

18.4.1. The CONTRACTOR shall never unnecessarily interfere with or interrupt the services of any public utility having property within or adjacent to the streets, alleys and easements involved in the Work and shall take all necessary precaution and effort to locate and protect all underground conduit, cables, pipes, water mains, sewers, structures, gas lines, trees, monuments, power lines, telephone and telegraph lines, traffic control devices and other structures, both below and above ground. CONTRACTOR shall give all Public Utility Companies a reasonable notice in writing, but in no event less than forty-eight (48) hours, for any work that CONTRACTOR contemplates which would interfere in any way whatsoever with the service of any existing public utility and City-owned facilities. If such public utility does not cooperate for the protection of its services, the CONTRACTOR shall notify the ENGINEER. Utility lines shall be located by the CONTRACTOR far enough in advance of construction work in order that the owner of such lines may raise, lower, realign or remove lines and structures, if necessary, and in order that the ENGINEER may make any line and grade changes necessary should the existing utility lines conflict with the Work under construction providing such adjustments do not materially affect the Work. The CONTRACTOR shall immediately report any damages to property or plant of public utility companies and City property to the company or owner involved, and to the ENGINEER.

18.4.2. The CONTRACTOR shall restore at CONTRACTOR's own expense any public, City-owned, or private property damage for which CONTRACTOR is directly or indirectly responsible to a condition equal to that existing before damage. The CONTRACTOR shall promptly notify CONTRACTOR's insurance carrier of the alleged damage, and if CONTRACTOR refuses to do so upon notice or if CONTRACTOR otherwise fails to make a restoration for which CONTRACTOR is responsible, the OWNER may cause such restoration and deduct cost from monies due, or which may become due, the CONTRACTOR.

18.4.3. The CONTRACTOR shall not remove, realign, or adjust any official City traffic control device. CONTRACTOR shall give the ENGINEER forty-eight (48) hours notice of any official City traffic control devices that need to be moved. The OWNER shall move all traffic control devices as soon as practical thereafter.

#### 18.5. Abandoned Utilities

18.5.1. Unless otherwise specified, the CONTRACTOR shall remove all interfering portions of utilities which are shown on the drawings as "abandoned" or "to be abandoned in place" and which interfere with the construction of the project. All abandoned water mains shown on the drawings as "abandoned" or "abandoned in



place" or found during construction shall be removed or capped at a minimum, unless otherwise specified. All costs involved in said removals shall be included in the prices Bid for the various items of Work. All such abandoned utilities removed by the CONTRACTOR shall be stored on the site where directed and shall remain the property of the OWNER utility company or contracting agency as determined by the ENGINEER.

18.5.2. Where utilities are shown on the drawings as "abandoned" or "to be abandoned in place," it shall be the CONTRACTOR's responsibility to contact the utility company involved within forty-eight (48) hours prior to excavating around such utilities to ascertain that the abandonment of the utility has been completed.

#### 18.6. Location of Existing Utilities

18.6.1. The public utilities shall be responsible to locate their utilities and provide information stating the horizontal and vertical alignments of same. If field verification excavations are required, the public utility will provide same in a timely manner.

18.6.2. Utilities which upon exploration are found to interfere with the permanent project Work, or which are within the trenching prism as defined by OSHA, will be relocated, altered or reconstructed by others or the ENGINEER may order changes in location, line or grade of structures being built in order to avoid the utilities. The cost of such changes will be paid for under applicable Bid Items.

#### 18.7. Unknown Utilities Disclosed by the CONTRACTOR or by Others During the Contract Work.

18.7.1. In the event that a utility is disclosed subsequent to the award of the Contract, such utility not being indicated on the drawings, or in the event that an existing utility is found to be in a materially different location than shown on the drawings and thus requires additional work on the part of the CONTRACTOR for its maintenance, relocation or support, the necessary alteration, relocation, proper support and protection shall be done and paid for as follows:

When said utility is found to occupy the space within the trenching prism as defined by OSHA, or the permanent works to be constructed, it shall be relocated or the CONTRACTOR shall be paid extra for its support.

#### 18.8. Responsibility of the CONTRACTOR

18.8.1. The CONTRACTOR shall be responsible for all costs for the repair of any and all damage to the Contract Work or to any utility (which is previously known and disclosed to CONTRACTOR by the utility) as may be caused by CONTRACTOR's operations. Utilities which are relocated by others in order to avoid interference with structures and which cross the project Work shall be maintained in their relocated positions by the CONTRACTOR. All costs for such work shall be absorbed or included in the prices bid for the various items of Work.

## 18.9. Delays Caused by Failure to Relocate Utilities

18.9.1. Where parties other than the CONTRACTOR are responsible for the relocation of utilities and a delay in the CONTRACTOR's Work is caused by the failure on the part of said parties to remove or relocate such utilities in time to prevent such delay, or by any action or lack of action on the part of the Contracting Agency, the CONTRACTOR shall be entitled to an extension of the Contract Time as determined by the ENGINEER.

18.9.2. In order to minimize delays to the CONTRACTOR caused by the failure of other parties to relocate utilities which interfere with structures, the CONTRACTOR may upon request to the ENGINEER, be permitted to temporarily omit the portion of the Work affected by the utility. The portion thus omitted shall be constructed by the CONTRACTOR immediately following the relocation of the utility involved. The CONTRACTOR shall be paid mobilization and demobilization to construct the omitted portion.

## ARTICLE 19 TRAFFIC CONTROL

19.1. CONTRACTOR shall perform all signing, barricading and channelization required for the project in accordance with current edition of the Manual on Uniform Traffic Control Devices, latest edition. All signs, barricades and channelizing devices used at night shall be reflectorized with retroreflective sheeting (both orange and white). All advance warning signs used at night shall be equipped with flashing warning lights; all channelizing devices used at night shall be equipped with steady burning warning lights.

19.2. Traffic control to be used on the Project shall be pre-approved by the OWNER.

## ARTICLE 20 DIGITAL VIDEO RECORDING

20.1 Prior to initiating construction operations, CONTRACTOR, shall perform digital video recording of the entire project, its full length and width. The CONTRACTOR, shall also include or add as necessary, any areas to be disturbed for material storage, employee parking or equipment storage.

The video documentation shall be completed in digital format; it shall be a minimum resolution of 1920 x 1080 pixels, at 60 fps (frame per second) and in color. The video documentation shall be performed between 10:00 a.m. and 2:00 p.m. during periods of full sun exposure. The actual date of recording shall be date-stamped within each frame of the video. Approval of the video must be obtained from the ENGINEER prior to the commencement of any clearing and grubbing operations.

A DVD copy of the video recording shall be submitted to the ENGINEER, in the format compatible with standard DVD players.

All cost associated with the video recording specified in this article shall be considered incidental to other related items of work and no separate payment will be made unless specifically indicated elsewhere in the Special Provisions.

## SECTION 010000 - GENERAL REQUIREMENTS

### PART 1 - GENERAL

#### 1.1 CONTRACTOR QUALIFICATIONS

##### A. Project Experience

1. The contractor shall be required to demonstrate their experience in projects similar to the scope defined in these documents.
2. The contractor shall demonstrate their experience in HVAC system work involving the replacement or installation of them for related MEP systems.
3. The contractor shall demonstrate their experience in remodel work in facilities while occupied and requiring critical timelines and minimized work durations.

##### B. Demonstration

1. Submit with the bid documents a company resume showing the experience required above with specific projects and references that the company has completed in the last five (5) years.

#### 1.2 PROJECT SPECIFIC REQUIREMENTS

##### A. The owner has the following requirements for the contractor during the proposed construction:

1. Contractor will be responsible for the development of a complete project schedule that illustrates all of the construction sequences required to complete the project. Contractor will update the owners on a timely and regular basis to insure that the project will be completed as plan.
2. The work will be performed in a dust free environment throughout the construction period. Contractor shall maintain all areas clean on a daily basis.
3. Contractor will be responsible to manage all workers to insure that no damage occurs to all existing lab equipment, walls, floors and ceilings during the performance of the work required to fulfill this contract. Any damage to the existing building will be corrected at contractor's cost.
4. Actual construction on the systems shall not commence until the contractor's design shop drawing submittal is reviewed and approved by the Architect, Engineer, Project Manager.
5. Existing conditions walk-thru shall be executed of each space within the work areas prior and after work is executed. This activity will establish Contractor's responsibility as to condition of each space and any damage that may need to be attended by all applicable parties and stakeholders.
6. The contractor shall be responsible for repairing, replacing and/or restoring existing ceiling, wall and floor finishes disturbed as part of the installation/execution of work.

### PART 2 - PRODUCTS (Not Applicable)

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PART 3 - EXECUTION (Not Applicable)

END OF SECTION 010000

SECTION 011000 - SUMMARY

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Project information.
2. Work covered by Contract Documents.
3. Phased construction.
4. Work under separate contracts.
5. Access to site.
6. Coordination with occupants.
7. Work restrictions.
8. Specification and Drawing conventions.

B. Related Requirements:

1. Section 015000 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.2 PROJECT INFORMATION

A. Project Identification: ALAMOGORDO FAMILY RECREATION CENTER – GYMNASIUM HVAC UPGRADE

1. Project Location: 1100 Oregon Ave., Alamogordo, New Mexico.

B. Owner: City of Alamogordo, Parks and recreation Department.

1. Owner's Representative: Mr. Bob Johnson.

C. Engineer: RBM Engineering, Inc.

1.3 WORK COVERED BY CONTRACT DOCUMENTS

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

1. The replacement of existing heating, ventilating units and evaporative coolers with new packaged DX natural gas fired heating rooftop units.
2. The extension of new condensate drain lines for the new rooftop units and new gas line extensions for the units.
3. The installation of new air distribution ductwork and devices.

4. Interior ceiling removal and replacement for installation of joist supports and electrical and control system wiring.
5. Roof work for patch and repair for required for the demolition and installation of roof mounted equipment. The roof is currently under warranty as noted on the contract documents.
6. Other Work indicated in the Contract Documents.

B. Type of Contract:

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

1.4 PHASED CONSTRUCTION

- A. The Work shall be conducted in phases.
- B. Before commencing Work of each phase, submit an updated copy of Contractor's construction schedule showing the sequence, commencement and completion dates for all phases of the Work.

1.5 ACCESS TO SITE

- A. General: Contractor shall have limited use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.
- B. Use of Site: Limit use of Project site to the areas indicated in the drawings. Do not disturb portions of Project site beyond areas in which the Work is indicated.
  1. Driveways, Walkways, and Entrances: Keep driveways and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or for storage of materials.
- C. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weathertight condition throughout construction period. Repair damage caused by construction operations.

1.6 COORDINATION WITH OCCUPANTS

- A. Partial Owner Occupancy: Owner will occupy the premises during entire construction period, with the exception of areas under construction. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's operations. Maintain existing exits unless otherwise indicated.
- B. Owner Limited Occupancy of Completed Areas of Construction: Owner reserves the right to occupy and to place and install equipment in completed portions of the Work, prior to Substantial Completion of the Work, provided such occupancy does not interfere with completion of the Work. Such placement of equipment and limited occupancy shall not constitute acceptance of the total Work.

1.7 WORK RESTRICTIONS

- A. Work Restrictions, General: Comply with restrictions on construction operations.
  - 1. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction.
- B. On-Site Work Hours: Limit work in the existing building to normal business working hours coordinated with the owner and City project manager, Monday through Friday, unless otherwise indicated.
- C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:
  - 1. Notify City project manager, Architect and facility staff not less than 21 days in advance of proposed utility interruptions.
  - 2. Obtain written permission before proceeding with utility interruptions.
- D. Restricted Substances: Use of tobacco products and other controlled substances is not permitted.

1.8 SPECIFICATION AND DRAWING CONVENTIONS

- A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
  - 1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
  - 2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.
- B. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011000

SECTION 012100 - ALLOWANCES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements governing allowances.
- B. Types of allowances include the following:
  - 1. Lump-sum allowances.
  - 2. Unit-cost allowances.
  - 3. Quantity allowances.
- C. Related Requirements:
  - 1. Section 012200 "Unit Prices" for procedures for using unit prices, including adjustment of quantity allowances when applicable.

1.2 SELECTION AND PURCHASE

- A. At the earliest practical date after award of the Contract, advise Architect of the date when final selection, or purchase and delivery, of each product or system described by an allowance must be completed by the Owner to avoid delaying the Work.
- B. At Architect's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.
- C. Purchase products and systems selected by Architect from the designated supplier.

1.3 ACTION SUBMITTALS

- A. Submit proposals for purchase of products or systems included in allowances in the form specified for Change Orders.

1.4 INFORMATIONAL SUBMITTALS

- A. Submit invoices or delivery slips to show actual quantities of materials delivered to the site for use in fulfillment of each allowance.
- B. Submit time sheets and other documentation to show labor time and cost for installation of allowance items that include installation as part of the allowance.
- C. Coordinate and process submittals for allowance items in same manner as for other portions of the Work.



1.5 LUMP-SUM ALLOWANCES

- A. Allowance shall include cost to Contractor of specific products and materials ordered by Owner or selected by Architect under allowance and shall include freight and delivery to Project site.
- B. Unless otherwise indicated, Contractor's costs for receiving and handling at Project site, labor, installation, overhead and profit, and similar costs related to products and materials ordered by Owner or selected by Architect under allowance shall be included as part of the Contract Sum and not part of the allowance.

1.6 UNIT-COST ALLOWANCES

- A. Allowance shall include cost to Contractor of specific products and materials ordered by Owner or selected by Architect under allowance and shall include freight and delivery to Project site.
- B. Unless otherwise indicated, Contractor's costs for receiving and handling at Project site, labor, installation, overhead and profit, and similar costs related to products and materials ordered by Owner or selected by Architect under allowance shall be included as part of the Contract Sum and not part of the allowance.

1.7 QUANTITY ALLOWANCES

- A. Allowance shall include cost to Contractor of specific products and materials ordered by Owner or selected by Architect under allowance and shall include freight and delivery to Project site.
- B. Unless otherwise indicated, Contractor's costs for receiving and handling at Project site, labor, installation, overhead and profit, and similar costs related to products and materials ordered by Owner or selected by Architect under allowance shall be included as part of the Contract Sum and not part of the allowance.

1.8 ADJUSTMENT OF ALLOWANCES

- A. Allowance Adjustment: To adjust allowance amounts, prepare a Change Order proposal based on the difference between purchase amount and the allowance, multiplied by final measurement of work-in-place where applicable. If applicable, include reasonable allowances for cutting losses, tolerances, mixing wastes, normal product imperfections, and similar margins.
  - 1. Include installation costs in purchase amount only where indicated as part of the allowance.
  - 2. If requested, prepare explanation and documentation to substantiate distribution of overhead costs and other markups.
  - 3. Submit substantiation of a change in scope of Work, if any, claimed in Change Orders related to unit-cost allowances.
  - 4. Owner reserves the right to establish the quantity of work-in-place by independent quantity survey, measure, or count.

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- B. Submit claims for increased costs because of a change in scope or nature of the allowance described in the Contract Documents, whether for the purchase order amount or Contractor's handling, labor, installation, overhead, and profit.
  - 1. Do not include Contractor's or subcontractor's indirect expense in the Change Order cost amount unless it is clearly shown that the nature or extent of Work has changed from what could have been foreseen from information in the Contract Documents.
  - 2. No change to Contractor's indirect expense is permitted for selection of higher- or lower-priced materials or systems of the same scope and nature as originally indicated.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine products covered by an allowance promptly on delivery for damage or defects. Return damaged or defective products to manufacturer for replacement.

3.2 PREPARATION

- A. Coordinate materials and their installation for each allowance with related materials and installations to ensure that each allowance item is completely integrated and interfaced with related work.

3.3 SCHEDULE OF ALLOWANCES

- A. Allowance No. :
  - 1. No allowances are included at this time.

END OF SECTION 012100

SECTION 012300 - ALTERNATES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for alternates.

1.2 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the bidding requirements that may be added to or deducted from the base bid amount if the Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
  - 1. Alternates described in this Section are part of the Work only if enumerated in the Agreement.
  - 2. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternates into the Work. No other adjustments are made to the Contract Sum.

1.3 PROCEDURES

- A. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
  - 1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. Execute accepted alternates under the same conditions as other work of the Contract.
- C. Schedule: A schedule of alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

- A. None.

END OF SECTION 012300

## SECTION 012500 - SUBSTITUTION PROCEDURES

### PART 1 - GENERAL

#### 1.1 SUMMARY

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

#### 1.2 DEFINITIONS

- A. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.
  - 1. Substitutions for Cause: Changes proposed by Contractor that are required due to changed Project conditions, such as unavailability of product, regulatory changes, or unavailability of required warranty terms.
  - 2. Substitutions for Convenience: Changes proposed by Contractor or Owner that are not required in order to meet other Project requirements but may offer advantage to Contractor or Owner.

#### 1.3 ACTION SUBMITTALS

- A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
  - 1. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
    - a. Statement indicating why specified product or fabrication or installation method cannot be provided, if applicable.
    - b. Coordination of information, including a list of changes or revisions needed to other parts of the Work and to construction performed by Owner and separate contractors that will be necessary to accommodate proposed substitution.
    - c. Detailed comparison of significant qualities of proposed substitutions with those of the Work specified. Include annotated copy of applicable Specification Section. Significant qualities may include attributes, such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.
    - d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.

- e. Samples, where applicable or requested.
  - f. Certificates and qualification data, where applicable or requested.
  - g. List of similar installations for completed projects, with project names and addresses as well as names and addresses of architects and owners.
  - h. Material test reports from a qualified testing agency, indicating and interpreting test results for compliance with requirements indicated.
  - i. Research reports evidencing compliance with building code in effect for Project, from .
  - j. Detailed comparison of Contractor's construction schedule using proposed substitutions with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
  - k. Cost information, including a proposal of change, if any, in the Contract Sum.
  - l. Contractor's certification that proposed substitution complies with requirements in the Contract Documents, except as indicated in substitution request, is compatible with related materials and is appropriate for applications indicated.
  - m. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
2. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within days of receipt of a request for substitution. Architect will notify Contractor of acceptance or rejection of proposed substitution within days of receipt of request, or days of receipt of additional information or documentation, whichever is later.
- a. Forms of Acceptance: Change Order, Construction Change Directive, or Architect's Supplemental Instructions for minor changes in the Work.
  - b. Use product specified if Architect does not issue a decision on use of a proposed substitution within time allocated.

#### 1.4 QUALITY ASSURANCE

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

#### 1.5 PROCEDURES

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

#### 1.6 SUBSTITUTIONS

- A. Substitutions for Cause: Submit requests for substitution immediately on discovery of need for change, but not later than 10 days prior to bid date.

1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
  - a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
  - b. Substitution request is fully documented and properly submitted.
  - c. Requested substitution will not adversely affect Contractor's construction schedule.
  - d. Requested substitution has received necessary approvals of authorities having jurisdiction.
  - e. Requested substitution is compatible with other portions of the Work.
  - f. Requested substitution has been coordinated with other portions of the Work.
  - g. Requested substitution provides specified warranty.
  - h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.
  
- B. Substitutions for Convenience: Architect will consider requests for substitution if received within 14 days prior to bid date. Requests received after that time may be considered or rejected at discretion of Architect.
  1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
    - a. Requested substitution offers Owner a substantial advantage in time, energy conservation, or other considerations, after deducting additional responsibilities Owner must assume. Owner's additional responsibilities may include compensation to Architect for redesign and evaluation services, increased cost of other construction by Owner, additional training and similar considerations.
    - b. Requested substitution does not require extensive revisions to the Contract Documents.
    - c. Requested substitution is consistent with the Contract Documents and will produce indicated results.
    - d. Substitution request is fully documented and properly submitted.
    - e. Requested substitution will not adversely affect Contractor's construction schedule.
    - f. Requested substitution has received necessary approvals of authorities having jurisdiction.
    - g. Requested substitution is compatible with other portions of the Work.
    - h. Requested substitution has been coordinated with other portions of the Work.
    - i. Requested substitution provides specified warranty.
    - j. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

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PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012500



SECTION 012600 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

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

1.2 MINOR CHANGES IN THE WORK

- A. Architect will issue supplemental instructions authorizing minor changes in the Work, not involving adjustment to the Contract Sum or the Contract Time.

1.3 PROPOSAL REQUESTS

- A. Owner-Initiated Proposal Requests: 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 the Architect or Owner are not instructions either to stop work in progress or to execute the proposed change.
- 2. Within 7 days 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 the Architect and owner.

- 1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
- 2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.

3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
4. Include costs of labor and supervision directly attributable to the change.
5. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
6. Comply with requirements in Section 012500 "Substitution Procedures" if the proposed change requires substitution of one product or system for product or system specified.

1.4 CHANGE ORDER PROCEDURES

- A. On Owner's approval of a Work Change Proposal Request, the Owner will issue a Change Order for signatures of Owner and Contractor on Standard Change Order Form.

1.5 CONSTRUCTION CHANGE DIRECTIVE

- A. Construction Change Directive: Architect may issue a Construction Change Directive. Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
  1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.
- B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
  1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012600

SECTION 012900 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

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

1.2 SCHEDULE OF VALUES

- A. Coordination: Coordinate preparation of the schedule of values with preparation of Contractor's construction schedule.
  - 1. Coordinate line items in the schedule of values with 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 days before the date scheduled for submittal of initial Applications for 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. Arrange schedule of values consistent with format of .
  - 2. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Provide multiple line items for principal subcontract amounts in excess of percent of the Contract Sum.
  - 3. 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.
  - 4. Allowances: Provide a separate line item in the schedule of values for each allowance. Show line-item value of unit-cost allowances, as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.
  - 5. Overhead Costs: Include total cost and proportionate share of general overhead and profit for each line item.
  - 6. Overhead Costs: Show cost of temporary facilities and other major cost items that are not direct cost of actual work-in-place as separate line items.
  - 7. Closeout Costs. Include separate line items under Contractor and principal subcontracts for Project closeout requirements in an amount totaling percent of the Contract Sum and subcontract amount.
  - 8. Schedule of Values Revisions: Revise the schedule of values when Change Orders or Construction Change Directives result in a change in the Contract Sum. Include at least one separate line item for each Change Order and Construction Change Directive.

1.3 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.
- 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 20th of the month. The period covered by each Application for Payment is one month, ending on the last day of the month.
  - 1. Submit draft copy of Application for Payment 7 days prior to due date for review by Architect.
- D. Application for Payment Forms: Use Standard Pay Application 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 will return incomplete applications without action.
  - 1. Entries shall match data on the schedule of values and Contractor's construction schedule. Use updated schedules if revisions were made.
  - 2. Include amounts for work completed following previous Application for Payment, whether or not payment has been received. Include only amounts for work completed at time of Application for Payment.
  - 3. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
- F. Transmittal: Submit 5 signed and notarized original copies of each Application for Payment to by a method ensuring receipt. 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 all subcontractors.
  - 1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
  - 2. When an application shows completion of an item, submit conditional final or full waivers.
  - 3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
  - 4. Submit final Application for Payment with or preceded by conditional final waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.
  - 5. Waiver Forms: Submit executed waivers of lien on forms acceptable to Owner.

- H. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
1. List of subcontractors.
  2. Schedule of values.
  3. Contractor's construction schedule (preliminary if not final).
  4. Products list (preliminary if not final).
  5. Sustainable design action plans, including preliminary project materials cost data.
  6. Schedule of unit prices.
  7. Submittal schedule (preliminary if not final).
  8. List of Contractor's staff assignments.
  9. List of Contractor's principal consultants.
  10. Copies of building permits.
  11. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
  12. Initial progress report.
  13. Report of preconstruction conference.
  14. Certificates of insurance and insurance policies.
  15. Performance and payment bonds.
  16. Data needed to acquire Owner's insurance.
- 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.
  5. AIA Document G706A.
  6. AIA Document G707.
  7. Evidence that claims have been settled.
  8. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
  9. Final liquidated damages settlement statement.

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PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012900

SECTION 013100 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:

1. General coordination procedures.
2. Coordination drawings.
3. RFIs.
4. Digital project management procedures.
5. Project meetings.

- B. Related Requirements:

Section 017300 "Execution" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.

1.2 DEFINITIONS

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

1.3 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, telephone number, and email address 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.

1.4 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 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.

## 1.5 COORDINATION DRAWINGS

- A. Coordination Drawings, General: Prepare coordination drawings according to requirements in individual Sections, and additionally where installation is not completely indicated 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. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
    - b. Indicate dimensions shown on Drawings. Specifically note dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternative sketches to Architect indicating proposed resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.
- B. Coordination Drawing Organization: Organize coordination drawings as follows:
1. Floor Plans and Reflected Ceiling Plans: Show architectural and structural elements, and mechanical, plumbing, fire-protection, fire-alarm, and electrical Work. Show locations of visible ceiling-mounted devices relative to acoustical ceiling grid. Supplement plan drawings with section drawings where required to adequately represent the Work.
  2. Plenum Space: Indicate subframing for support of ceiling and wall systems, mechanical and electrical equipment, and related Work. Locate components within plenums to accommodate layout of light fixtures and other components indicated on Drawings. Indicate areas of conflict between light fixtures and other components.
  3. Mechanical Rooms: Provide coordination drawings for mechanical rooms showing plans and elevations of mechanical, plumbing, fire-protection, fire-alarm, and electrical equipment.



4. Structural Penetrations: Indicate penetrations and openings required for all disciplines.
  5. Slab Edge and Embedded Items: Indicate slab edge locations and sizes and locations of embedded items for metal fabrications, sleeves, anchor bolts, bearing plates, angles, door floor closers, slab depressions for floor finishes, curbs and housekeeping pads, and similar items.
  6. Review: Architect will review coordination drawings to confirm that in general the Work is being coordinated, but not for the details of the coordination, which are Contractor's responsibility.
- C. Coordination Digital Data Files: Prepare coordination digital data files according to the following requirements:
1. File Preparation Format: Same digital data software program, version, and operating system as original Drawings.
  2. File Submittal Format: Submit or post coordination drawing files using .
  3. Architect will furnish Contractor one set of digital data files of Drawings for use in preparing coordination digital data files.
    - a. Architect makes no representations as to the accuracy or completeness of digital data files as they relate to Drawings.
    - b. Digital Data Software Program: Drawings are available in .
    - c. Contractor shall execute a data licensing agreement in the form of .

#### 1.6 REQUEST FOR INFORMATION (RFI)

- A. General: Immediately on discovery of the need for additional information, clarification, or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI in the form specified.
1. Architect will return without response those RFIs submitted to Architect by other entities controlled by Contractor.
  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. Architect's Action: Architect will review each RFI, determine action required, and respond. Allow 6 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 by Architect 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."
    - a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Architect in writing within days of receipt of the RFI response.
- D. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log.
1. Project name.
  2. Name and address of Contractor.
  3. Name and address of Architect.
  4. RFI number including RFIs that were returned without action or withdrawn.
  5. RFI description.
  6. Date the RFI was submitted.
  7. Date Architect's response was received.
- E. On receipt of Architect's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Architect within days if Contractor disagrees with response.
- 1.7 DIGITAL PROJECT MANAGEMENT PROCEDURES
- A. Use of Architect's Digital Data Files: Digital data files of Architect's may be provided by Architect for Contractor's use during construction.

1. Digital data files may be used by Contractor in preparing coordination drawings, Shop Drawings, and Project record Drawings.
  2. Architect makes no representations as to the accuracy or completeness of digital data files as they relate to Contract Drawings.
  3. Digital Drawing Software Program: Contract Drawings are available in.
  4. Contractor shall execute a data licensing agreement.
    - a. Subcontractors, and other parties granted access by Contractor to Architect's digital data files shall execute a data licensing agreement.
  5. The following digital data files will be furnished for each appropriate discipline:
    - a. Floor plans.
    - b. Reflected ceiling plans.
- B. Web-Based Project Software: web-based Project software site for purposes of hosting and managing Project communication and documentation until Final Completion.
1. Web-based Project software site includes, at a minimum, the following features:
    - a. Compilation of Project data, including Contractor, subcontractors, Architect, architect's consultants, Owner, and other entities involved in Project. Include names of individuals and contact information.
    - b. Access control for each entity for each workflow process, to determine entity's digital rights to create, modify, view, and print documents.
    - c. Document workflow planning, allowing customization of workflow between project entities.
    - d. Creation, logging, tracking, and notification for Project communications required in other Specification Sections, including, but not limited to, RFIs, submittals, Minor Changes in the Work, Construction Change Directives, and Change Orders.
    - e. Track status of each Project communication in real time, and log time and date when responses are provided.
    - f. Procedures for handling PDFs or similar file formats, allowing markups by each entity. Provide security features to lock markups against changes once submitted.
    - g. Processing and tracking of payment applications.
    - h. Processing and tracking of contract modifications.
    - i. Creating and distributing meeting minutes.
    - j. Document management for Drawings, Specifications, and coordination drawings, including revision control.
    - k. Management of construction progress photographs.
    - l. Mobile device compatibility, including smartphones and tablets.
- C. PDF Document Preparation: Where PDFs are required to be submitted to Architect, prepare as follows:
1. Assemble complete submittal package into a single indexed file incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
  2. Name file with submittal number or other unique identifier, including revision identifier.
  3. Certifications: Where digitally submitted certificates and certifications are required, provide a digital signature with digital certificate on where indicated.

1.8 PROJECT MEETINGS

- A. General: meetings and conferences at Project site unless otherwise indicated.
- B. Preconstruction Conference: a preconstruction conference before starting construction, at a time convenient to Owner and Architect, but no later than 14 days after execution of the Agreement.
  - 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. Responsibilities and personnel assignments.
    - b. Tentative construction schedule.
    - c. Phasing.
    - d. Critical work sequencing and long lead items.
    - e. Designation of key personnel and their duties.
    - f. Lines of communications.
    - g. Use of web-based Project software.
    - h. Procedures for processing field decisions and Change Orders.
    - i. Procedures for RFIs.
    - j. Procedures for testing and inspecting.
    - k. Procedures for processing Applications for Payment.
    - l. Distribution of the Contract Documents.
    - m. Submittal procedures.
    - n. Sustainable design requirements.
    - o. Preparation of Record Documents.
    - p. Use of the premises.
    - q. Work restrictions.
    - r. Working hours.
    - s. Owner's occupancy requirements.
    - t. Responsibility for temporary facilities and controls.
    - u. Procedures for moisture and mold control.
    - v. Procedures for disruptions and shutdowns.
    - w. Construction waste management and recycling.
    - x. Parking availability.
    - y. Office, work, and storage areas.
    - z. Equipment deliveries and priorities.
    - aa. First aid.
    - bb. Security.
    - cc. Progress cleaning.
  - 3. Minutes: Contractor will record and distribute meeting minutes.
- C. Preinstallation and Predemolition Conferences: Conduct predemolition and preinstallation conferences at Project site before each construction activity when required by other sections and when required for coordination with other construction.
  - 1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and

installations that have preceded or will follow, shall attend the meeting. Advise Architect of scheduled meeting dates.

2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:

- a. Contract Documents.
- b. Options.
- c. Related RFIs.
- d. Related Change Orders.
- e. Purchases.
- f. Deliveries.
- g. Submittals.
- h. Sustainable design requirements.
- i. Review of mockups.
- j. Possible conflicts.
- k. Compatibility requirements.
- l. Time schedules.
- m. Weather limitations.
- n. Manufacturer's written instructions.
- o. Warranty requirements.
- p. Compatibility of materials.
- q. Acceptability of substrates.
- r. Temporary facilities and controls.
- s. Space and access limitations.
- t. Regulations of authorities having jurisdiction.
- u. Testing and inspecting requirements.
- v. Installation procedures.
- w. Coordination with other work.
- x. Required performance results.
- y. Protection of adjacent work.
- z. Protection of construction and personnel.

3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
4. Reporting: Distribute minutes of the meeting to each party present and to other parties requiring information.
5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.

D. Progress Meetings: progress meetings at intervals to be determined.

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.

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- 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) Resolution of BIM component conflicts.
    - 4) Status of submittals.
    - 5) Status of sustainable design documentation.
    - 6) Deliveries.
    - 7) Off-site fabrication.
    - 8) Access.
    - 9) Site use.
    - 10) Temporary facilities and controls.
    - 11) Progress cleaning.
    - 12) Quality and work standards.
    - 13) Status of correction of deficient items.
    - 14) Field observations.
    - 15) Status of RFIs.
    - 16) Status of Proposal Requests.
    - 17) Pending changes.
    - 18) Status of Change Orders.
    - 19) Pending claims and disputes.
    - 20) Documentation of information for payment requests.
4. Minutes: Contractor 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 (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100

## SECTION 013200 - CONSTRUCTION PROGRESS DOCUMENTATION

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:
  - 1. Contractor's Construction Schedule.
  - 2. Construction schedule updating reports.
  - 3. Daily construction reports.
  - 4. Site condition reports.
- B. Related Requirements:
  - 1. Section 013100 "Contract Management Procedures".

#### 1.2 DEFINITIONS

- A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction Project. Activities included in a construction schedule consume time and resources.
  - 1. Critical Activity: An activity on the critical path that must start and finish on the planned early start and finish times.
  - 2. Predecessor Activity: An activity that precedes another activity in the network.
  - 3. Successor Activity: An activity that follows another activity in the network.
- B. CPM: Critical path method, which is a method of planning and scheduling a construction project where activities are arranged based on activity relationships. Network calculations determine when activities can be performed and the critical path of Project.
- C. Critical Path: The longest connected chain of interdependent activities through the network schedule that establishes the minimum overall Project duration and contains no float.
- D. Event: The starting or ending point of an activity.
- E. Float: The measure of leeway in starting and completing an activity.
  - 1. Free float is the amount of time an activity can be delayed without adversely affecting the early start of the successor activity.
  - 2. Total float is the measure of leeway in starting or completing an activity without adversely affecting the planned Project completion date.

#### 1.3 INFORMATIONAL SUBMITTALS

- A. Format for Submittals: Submit required submittals in the following format:

1. Working electronic copy of schedule file, where indicated.
  2. PDF file.
  3. paper copies, of sufficient size to display entire period or schedule, as required.
- B. Startup Network Diagram: Of size required to display entire network for entire construction period. Show logic ties for activities.
- C. Contractor's Construction Schedule: Initial schedule, of size required to display entire schedule for entire construction period.
1. Submit a working digital copy of schedule, using software indicated, and labeled to comply with requirements for submittals.
- D. CPM Reports: Concurrent with CPM schedule, submit each of the following reports. Format for each activity in reports shall contain activity number, activity description, original duration, remaining duration, early start date, early finish date, late start date, late finish date, and total float in calendar days.
1. Activity Report: List of activities sorted by activity number and then early start date, or actual start date if known.
  2. Logic Report: List of preceding and succeeding activities for each activity, sorted in ascending order by activity number and then by early start date, or actual start date if known.
  3. Total Float Report: List of activities sorted in ascending order of total float.
- E. Construction Schedule Updating Reports: Submit with Applications for Payment.
- F. Daily Construction Reports: Submit at intervals.
- G. Site Condition Reports: Submit at time of discovery of differing conditions.

#### 1.4 COORDINATION

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

#### 1.5 CONTRACTOR'S CONSTRUCTION SCHEDULE, GENERAL

- A. Computer Scheduling Software: Prepare schedules using current version of a program that has been developed specifically to manage construction schedules.
- B. Time Frame: Extend schedule from date established for NTP to date of Substantial Completion.
1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.



- C. Activities: Treat each floor or separate area as a separate numbered activity for each main element of the Work. Comply with the following:
1. Activity Duration: Define activities so no activity is longer than days, unless specifically allowed by Architect.
  2. Procurement Activities: Include procurement process activities for the following long lead items and major items, requiring a cycle of more than 60 days, as separate activities in schedule. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.
  3. Submittal Review Time: Include review and resubmittal times indicated in Section 013300 "Submittal Procedures" in schedule. Coordinate submittal review times in Contractor's Construction Schedule with submittal schedule.
  4. Startup and Testing Time: Include no fewer than days for startup and testing.
  5. Commissioning Time: Include no fewer than days for commissioning.
  6. Substantial Completion: Indicate completion in advance of date established for Substantial Completion, and allow time for Architect's administrative procedures necessary for certification of Substantial Completion.
  7. Punch List and Final Completion: Include not more than days for completion of punch list items and final completion.
- D. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.
1. Phasing: Arrange list of activities on schedule by phase.
  2. Owner-Furnished Products: Include a separate activity for each product. Include delivery date indicated in Section 011000 "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
  3. Work Restrictions: Show the effect of the following items on the schedule:
    - a. Coordination with existing construction.
    - b. Limitations of continued occupancies.
    - c. Uninterruptible services.
    - d. Partial occupancy before Substantial Completion.
    - e. Use-of-premises restrictions.
    - f. Provisions for future construction.
    - g. Seasonal variations.
    - h. Environmental control.
- E. Milestones: Include milestones indicated in the Contract Documents in schedule, including, but not limited to, the Notice to Proceed, Substantial Completion, and final completion
1. Temporary enclosure and space conditioning.
- F. Upcoming Work Summary: Prepare summary report indicating activities scheduled to occur or commence prior to submittal of next schedule update. Summarize the following issues:
1. Unresolved issues.
  2. Unanswered Requests for Information.
  3. Rejected or unreturned submittals.
  4. Notations on returned submittals.

5. Pending modifications affecting the Work and the Contract Time.
- G. Contractor's Construction Schedule Updating: At intervals, update schedule to reflect actual construction progress and activities. Issue schedule before each regularly scheduled progress meeting.
  1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting.
  2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
  3. As the Work progresses, indicate final completion percentage for each activity.
- H. Recovery Schedule: When periodic update indicates the Work is or more calendar days behind the current approved schedule, submit a separate recovery schedule indicating means by which Contractor intends to regain compliance with the schedule. Indicate changes to working hours, working days, crew sizes, equipment required to achieve compliance, and date by which recovery will be accomplished.
- I. Distribution: Distribute copies of approved schedule to Architect Owner, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.
  1. Post copies in Project meeting rooms and temporary field offices.
  2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.

## 1.6 REPORTS

- A. Daily Construction Reports: Prepare a daily construction report recording the following information concerning events at Project site:
  1. List of subcontractors at Project site.
  2. List of separate contractors at Project site.
  3. Approximate count of personnel at Project site.
  4. Equipment at Project site.
  5. Material deliveries.
  6. High and low temperatures and general weather conditions, including presence of rain or snow.
  7. Testing and inspection.
  8. Accidents.
  9. Meetings and significant decisions.
  10. Stoppages, delays, shortages, and losses.
  11. Meter readings and similar recordings.
  12. Emergency procedures.
  13. Orders and requests of authorities having jurisdiction.
  14. Change Orders received and implemented.
  15. Change Directives received and implemented.
  16. Services connected and disconnected.

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17. Equipment or system tests and startups.
18. Partial completions and occupancies.
19. Substantial Completions authorized.

- B. Site Condition Reports: Immediately on discovery of a difference between site conditions and the Contract Documents, prepare and submit a detailed report. Submit with a Request for Information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013200

## SECTION 013300 - SUBMITTAL PROCEDURES

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
  - 1. Submittal schedule requirements.
  - 2. Administrative and procedural requirements for submittals.

#### 1.2 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."

#### 1.3 SUBMITTAL SCHEDULE

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

#### 1.4 SUBMITTAL FORMATS

- A. Submittal Information: Include the following information in each submittal:
  - 1. Project name.
  - 2. Date.
  - 3. Name of Architect.
  - 4. Name of Construction Manager.
  - 5. Name of Contractor.
  - 6. Name of firm or entity that prepared submittal.
  - 7. Names of subcontractor, manufacturer, and supplier.
  - 8. Unique submittal number, including revision identifier. Include Specification Section number with sequential alphanumeric identifier; and alphanumeric suffix for resubmittals.
  - 9. Category and type of submittal.
  - 10. Submittal purpose and description.

11. Number and title of Specification Section, with paragraph number and generic name for each of multiple items.
12. Drawing number and detail references, as appropriate.
13. Indication of full or partial submittal.
14. Location(s) where product is to be installed, as appropriate.
15. Other necessary identification.
16. Remarks.
17. Signature of transmitter.

B. Options: Identify options requiring selection by Architect.

C. Deviations and Additional Information: On each submittal, clearly indicate deviations from requirements in the Contract Documents, including minor variations and limitations; include relevant additional information and revisions, other than those requested by Architect on previous submittals. Indicate by highlighting on each submittal or noting on attached separate sheet.

D. Paper Submittals:

1. Place a permanent label or title block on each submittal item for identification; include name of firm or entity that prepared submittal.
2. Provide a space on label or beside title block to record Contractor's review and approval markings and action taken by Architect.
3. Action Submittals: Submit paper copies of each submittal unless otherwise indicated. Architect will return copies.
4. Informational Submittals: Submit paper copies of each submittal unless otherwise indicated. Architect will not return copies.
5. Transmittal for Submittals: Assemble each submittal individually and appropriately for transmittal and handling. Transmit each submittal using transmittal form.

E. PDF Submittals: Prepare submittals as PDF package, incorporating complete information into each PDF file. Name PDF file with submittal number.

F. Submittals for Web-Based Project Software: Prepare submittals as PDF files, or other format indicated by Project software website.

## 1.5 SUBMITTAL PROCEDURES

A. Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.

1. Email: Prepare submittals as PDF package, and transmit to Architect by sending via email. Include PDF transmittal form. Include information in email subject line as requested by Architect.
2. Web-Based Project Software: Prepare submittals in PDF form, and upload to web-based Project software website. Enter required data in web-based software site to fully identify submittal.
3. Paper: Prepare submittals in paper form, and deliver to Architect.

- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
  - 1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
  - 2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
  - 3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.
- C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
  - 1. Initial Review: Allow 10 working days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.
  - 2. Resubmittal Review: Allow 6 working days for review of each resubmittal.
- D. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
- E. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- F. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Architect's action stamp.

#### 1.6 SUBMITTAL REQUIREMENTS

- A. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
  - 1. If information must be specially prepared for submittal because standard published data are unsuitable for use, submit as Shop Drawings, not as Product Data.
  - 2. Mark each copy of each submittal to show which products and options are applicable.
  - 3. Include the following information, as applicable:
    - a. Manufacturer's catalog cuts.
    - b. Manufacturer's product specifications.
    - c. Standard color charts.
    - d. Statement of compliance with specified referenced standards.
    - e. Testing by recognized testing agency.
    - f. Application of testing agency labels and seals.
    - g. Notation of coordination requirements.
    - h. Availability and delivery time information.
  - 4. For equipment, include the following in addition to the above, as applicable:

- a. Wiring diagrams that show factory-installed wiring.
  - b. Printed performance curves.
  - c. Operational range diagrams.
  - d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
5. Submit Product Data before Shop Drawings, and before or concurrent with Samples.
- B. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
    - a. Identification of products.
    - b. Schedules.
    - c. Compliance with specified standards.
    - d. Notation of coordination requirements.
    - e. Notation of dimensions established by field measurement.
    - f. Relationship and attachment to adjoining construction clearly indicated.
    - g. Seal and signature of professional engineer if specified.
  2. Paper Sheet Size: Except for templates, patterns, and similar full-size Drawings, submit Shop Drawings on sheets at least 11x17 inches.
    - a. opaque (bond) copies of each submittal. Architect will return copy(ies).
    - b. opaque copies of each submittal. Architect will retain copies; remainder will be returned.
- C. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other materials.
1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
  2. Identification: Permanently attach label on unexposed side of Samples that includes the following:
    - a. Project name and submittal number.
    - b. Generic description of Sample.
    - c. Product name and name of manufacturer.
    - d. Sample source.
    - e. Number and title of applicable Specification Section.
    - f. Specification paragraph number and generic name of each item.
  3. Email Transmittal: Provide PDF transmittal. Include digital image file illustrating Sample characteristics, and identification information for record.
  4. Web-Based Project Software: Prepare submittals in PDF form, and upload to web-based Project software website. Enter required data in web-based software site to fully identify submittal.
  5. Paper Transmittal: Include paper transmittal including complete submittal information indicated.

6. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
  - a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.
  - b. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.
7. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.
  - a. Number of Samples: Submit full set(s) of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Architect will return submittal with options selected.
8. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
  - a. Number of Samples: Submit sets of Samples. Architect will retain Sample sets; remainder will be returned.
    - 1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
    - 2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least sets of paired units that show approximate limits of variations.
- D. Product Schedule: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:
- E. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of architects and owners, and other information specified.
- F. Design Data: Prepare and submit written and graphic information indicating compliance with indicated performance and design criteria in individual Specification Sections. Include list of assumptions and summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Number each page of submittal.
- G. Certificates:



1. Certificates and Certifications Submittals: Submit a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity. Provide a notarized signature where indicated.
2. Installer Certificates: Submit written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
3. Manufacturer Certificates: Submit written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
4. Material Certificates: Submit written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.
5. Product Certificates: Submit written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
6. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification and Procedure Qualification Record on AWS forms. Include names of firms and personnel certified.

H. Test and Research Reports:

1. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for primers and substrate preparation needed for adhesion.
2. Field Test Reports: Submit written reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
3. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
4. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.
5. Product Test Reports: Submit written reports indicating that current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
6. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
  - a. Name of evaluation organization.
  - b. Date of evaluation.
  - c. Time period when report is in effect.
  - d. Product and manufacturers' names.
  - e. Description of product.
  - f. Test procedures and results.
  - g. Limitations of use.

1.7 DELEGATED-DESIGN SERVICES

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
  - 1. If criteria indicated are insufficient to perform services or certification required, submit a written request for additional information to Architect.
- B. Delegated-Design Services Certification: In addition to Shop Drawings, Product Data, and other required submittals, submit paper copies of certificate, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.
  - 1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.

1.8 CONTRACTOR'S REVIEW

- A. Action Submittals and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect.
- B. Contractor's Approval: Indicate Contractor's approval for each submittal with . Include name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.
  - 1. Architect will not review submittals received from Contractor that do not have Contractor's review and approval.

1.9 ARCHITECT'S REVIEW

- A. Action Submittals: Architect will review each submittal, indicate corrections or revisions required.
  - 1. PDF Submittals: Architect will indicate, via markup on each submittal, the appropriate action
  - 2. Paper Submittals: Architect will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action
  - 3. Submittals by Web-Based Project Software: Architect will indicate, on Project software website, the appropriate action.
    - a. Actions taken by indication on Project software website have the following meanings:

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- B. Informational Submittals: Architect will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.
- C. Partial submittals prepared for a portion of the Work will be reviewed when use of partial submittals has received prior approval from Architect.
- D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.
- E. Architect will submittals received from sources other than Contractor.
- F. Submittals not required by the Contract Documents will be returned by Architect without action.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013300

SECTION 013516 - ALTERATION PROJECT PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes special procedures for alteration work.

1.2 DEFINITIONS

- A. Alteration Work: This term includes remodeling, renovation, repair, and maintenance work performed within existing spaces or on existing surfaces as part of the Project.
- B. Consolidate: To strengthen loose or deteriorated materials in place.
- C. Design Reference Sample: A sample that represents the Architect's prebid selection of work to be matched; it may be existing work or work specially produced for the Project.
- D. 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.
- E. Match: To blend with adjacent construction and manifest no apparent difference in material type, species, cut, form, detail, color, grain, texture, or finish; as approved by Architect.
- F. Refinish: To remove existing finishes to base material and apply new finish to match original, or as otherwise indicated.
- G. Repair: To correct damage and defects, retaining existing materials, features, and finishes. This includes patching, piecing-in, splicing, consolidating, or otherwise reinforcing or upgrading materials.
- H. Replace: To remove, duplicate, and reinstall entire item with new material. The original item is the pattern for creating duplicates unless otherwise indicated.
- I. Replicate: To reproduce in exact detail, materials, and finish unless otherwise indicated.
- J. Reproduce: To fabricate a new item, accurate in detail to the original, and from either the same or a similar material as the original, unless otherwise indicated.
- K. Retain: To keep existing items that are not to be removed or dismantled.
- L. Strip: To remove existing finish down to base material unless otherwise indicated.

1.3 PROJECT MEETINGS FOR ALTERATION WORK

- A. Preliminary Conference for Alteration Work: Before starting alteration work, conduct a pre-construction/pre-demolition conference.
  - 1. Attendees: In addition to representatives of Owner, Architect, and Contractor, testing service representative, and chemical-cleaner manufacturer(s) shall be represented at the meeting.
  - 2. Agenda: Discuss items of significance that could affect progress of alteration work, including review of the following:
    - a. Fire-prevention plan.
    - b. Governing regulations.
    - c. Areas where existing construction is to remain and the required protection.
    - d. Hauling routes.
    - e. Sequence of alteration work operations.
    - f. Storage, protection, and accounting for salvaged and specially fabricated items.
    - g. Existing conditions, staging, and structural loading limitations of areas where materials are stored.
  - 3. Reporting: Contractor to document discussions and results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from conference.
- B. Coordination Meetings: Conduct coordination meetings specifically for alteration work at intervals. Coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and preinstallation/predemolition conferences.
  - 1. Agenda: Review and correct or approve minutes of previous coordination meeting. Review other items of significance that could affect progress of alteration work. Include topics for discussion as appropriate to status of Project.
  - 2. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

1.4 MATERIALS OWNERSHIP

- A. Historic items, relics, and similar objects including, but not limited to, cornerstones and their contents, commemorative plaques and tablets, antiques, and other items of interest or value to Owner that may be encountered or uncovered during the Work, regardless of whether they were previously documented, remain Owner's property.

1.5 INFORMATIONAL SUBMITTALS

- A. Alteration Work Program: Submit before work begins.
- B. Fire-Prevention Plan: Submit before work begins.

1.6 QUALITY ASSURANCE

- A. Title X Requirement: Each firm conducting activities that disturb painted surfaces shall be a "Lead-Safe Certified Firm" according to 40 CFR 745, Subpart E, and use only workers that are trained in lead-safe work practices.
- B. Alteration Work Program: Prepare a written plan for alteration work for whole Project, including each phase or process and protection of surrounding materials during operations. Show compliance with indicated methods and procedures specified in this and other Sections. Coordinate this whole-Project alteration work program with specific requirements of programs required in other alteration work Sections.
  - 1. Dust and Noise Control: Include locations of proposed temporary dust- and noise-control partitions and means of egress from occupied areas coordinated with continuing on-site operations and other known work in progress.
  - 2. Debris Hauling: Include plans clearly marked to show debris hauling routes, turning radii, and locations and details of temporary protective barriers.
- C. Fire-Prevention Plan: Prepare a written plan for preventing fires during the Work, including placement of fire extinguishers, fire blankets, rag buckets, and other fire-control devices during each phase or process. Coordinate plan with Owner's fire-protection equipment and requirements. Include fire-watch personnel's training, duties, and authority to enforce fire safety.
- D. Safety and Health Standard: Comply with ANSI/ASSE A10.6.
- E. The contractor shall carefully review the PHASING AND SPECIAL DEMOLITION NOTES presented on the drawings regarding the owners phasing requirements and care to be taken during demolition of the existing lab fixtures and equipment.

1.7 STORAGE AND HANDLING OF SALVAGED MATERIALS

- A. Salvaged Materials:
  - 1. Clean loose dirt and debris from salvaged items unless more extensive cleaning is indicated.
  - 2. Pack or crate items after cleaning; cushion against damage during handling. Label contents of containers.
  - 3. Store items in a secure area until delivery to Owner.
  - 4. Transport items to Owner's storage area .
  - 5. Protect items from damage during transport and storage.
- B. Salvaged Materials for Reinstallation:
  - 1. Repair and clean items for reuse as indicated.
  - 2. Pack or crate items after cleaning and repairing; cushion against damage during handling. Label 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 unless otherwise indicated. Provide connections, supports, and miscellaneous materials to make items functional for use indicated.
- C. Existing Materials to Remain: Protect construction indicated to remain against damage and soiling from construction work. Where permitted by Architect, items may be dismantled and taken to a suitable, protected storage location during construction work and reinstalled in their original locations after alteration and other construction work in the vicinity is complete.
- D. Storage: Catalog and store items within a weathertight enclosure where they are protected from moisture, weather, condensation, and freezing temperatures.
1. Identify each item for reinstallation with a nonpermanent mark to document its original location. Indicate original locations on plans, elevations, sections, or photographs by annotating the identifying marks.
  2. Secure stored materials to protect from theft.
  3. Control humidity so that it does not exceed 85 percent.

PART 2 - PRODUCTS - (Not Used)

PART 3 - EXECUTION

3.1 PROTECTION

- A. Protect persons, motor vehicles, surrounding surfaces of building, building site, plants, and surrounding buildings from harm resulting from alteration work.
1. Use only proven protection methods, appropriate to each area and surface being protected.
  2. Provide temporary barricades, barriers, and directional signage to exclude the public from areas where alteration work is being performed.
  3. Erect temporary barriers to form and maintain fire-egress routes.
  4. Erect temporary protective covers over walkways and at points of pedestrian and vehicular entrance and exit that must remain in service during alteration work.
  5. Contain dust and debris generated by alteration work, and prevent it from reaching the public or adjacent surfaces.
  6. Provide shoring, bracing, and supports as necessary. Do not overload structural elements.
  7. Protect floors and other surfaces along hauling routes from damage, wear, and staining.
  8. Provide supplemental sound-control treatment to isolate demolition work from other areas of the building.
  9. All personnel shall wear Personnel Protective Gear/Equipment during all demolition phases and when handling all fixtures and equipment being removed and disposed of.
- B. Temporary Protection of Materials to Remain:
1. Protect existing materials with temporary protections and construction. Do not remove existing materials unless otherwise indicated.

2. Do not attach temporary protection to existing surfaces except as indicated as part of the alteration work program.
- C. Comply with each product manufacturer's written instructions for protections and precautions. Protect against adverse effects of products and procedures on people and adjacent materials, components, and vegetation.
- D. Utility and Communications Services:
1. Notify Owner, Architect, authorities having jurisdiction, and entities owning or controlling wires, conduits, pipes, and other services affected by alteration work before commencing operations.
  2. Disconnect and cap pipes and services as required by authorities having jurisdiction, as required for alteration work.
  3. Maintain existing services unless otherwise indicated; keep in service, and protect against damage during operations. Provide temporary services during interruptions to existing utilities.
- E. Existing Drains: Prior to the start of work in an area, test drainage system to ensure that it is functioning properly. Notify Architect immediately of inadequate drainage or blockage. Do not begin work in an area until the drainage system is functioning properly.
1. Prevent solids such as adhesive or mortar residue or other debris from entering the drainage system. Clean out drains and drain lines that become sluggish or blocked by sand or other materials resulting from alteration work.
  2. Protect drains from pollutants. Block drains or filter out sediments, allowing only clean water to pass.
- F. Existing Roofing: Prior to the start of work in an area, install roofing protection.

### 3.2 PROTECTION FROM FIRE

- A. General: Follow fire-prevention plan and the following:
1. Comply with NFPA 241 requirements unless otherwise indicated.
  2. Remove and keep area free of combustibles, including rubbish, paper, waste, and chemicals, unless necessary for the immediate work.
    - a. If combustible material cannot be removed, provide fire blankets to cover such materials.
- B. Heat-Generating Equipment and Combustible Materials: Comply with the following procedures while performing work with heat-generating equipment or combustible materials, including welding, torch-cutting, soldering, brazing, removing paint with heat, or other operations where open flames or implements using high heat or combustible solvents and chemicals are anticipated:
1. Obtain Owner's approval for operations involving use of welding or other high-heat equipment. Notify Owner before each occurrence, indicating location of such work.



2. As far as practicable, restrict heat-generating equipment to shop areas or outside the building.
  3. Do not perform work with heat-generating equipment in or near rooms or in areas where flammable liquids or explosive vapors are present or thought to be present. Use a combustible gas indicator test to ensure that the area is safe.
  4. Use fireproof baffles to prevent flames, sparks, hot gases, or other high-temperature material from reaching surrounding combustible material.
  5. Prevent the spread of sparks and particles of hot metal through open windows, doors, holes, and cracks in floors, walls, ceilings, roofs, and other openings.
  6. Fire Watch: Before working with heat-generating equipment or combustible materials, station personnel to serve as a fire watch at each location where such work is performed. Fire-watch personnel shall have the authority to enforce fire safety. Station fire watch according to NFPA 51B, NFPA 241, and as follows:
    - a. Train each fire watch in the proper operation of fire-control equipment and alarms.
    - b. Prohibit fire-watch personnel from other work that would be a distraction from fire-watch duties.
    - c. Cease work with heat-generating equipment whenever fire-watch personnel are not present.
    - d. Have fire-watch personnel perform final fire-safety inspection each day beginning no sooner than after conclusion of work to detect hidden or smoldering fires and to ensure that proper fire prevention is maintained.
    - e. Maintain fire-watch personnel at Project site until after conclusion of daily work.
- C. Fire-Control Devices: Provide and maintain fire extinguishers, fire blankets, and rag buckets for disposal of rags with combustible liquids. Maintain each as suitable for the type of fire risk in each work area. Ensure that nearby personnel and the fire-watch personnel are trained in fire-extinguisher and blanket use.
- D. Sprinklers: Where sprinkler protection exists and is functional, maintain it without interruption while operations are being performed. If operations are performed close to sprinklers, shield them temporarily with guards.
1. Remove temporary guards at the end of work shifts, whenever operations are paused, and when nearby work is complete.

### 3.3 PROTECTION DURING APPLICATION OF CHEMICALS

- A. Protect motor vehicles, surrounding surfaces of building, building site, plants, and surrounding buildings from harm or spillage resulting from applications of chemicals and adhesives.
- B. Cover adjacent surfaces with protective materials that are proven to resist chemicals selected for Project unless chemicals being used will not damage adjacent surfaces as indicated in alteration work program. Use covering materials and masking agents that are waterproof and UV resistant and that will not stain or leave residue on surfaces to which they are applied. Apply protective materials according to manufacturer's written instructions. Do not apply liquid masking agents or adhesives to painted or porous surfaces. When no longer needed, promptly remove protective materials.
- C. Do not apply chemicals during winds of sufficient force to spread them to unprotected surfaces.

- D. Neutralize alkaline and acid wastes and legally dispose of off Owner's property.
- E. Collect and dispose of runoff from chemical operations by legal means and in a manner that prevents soil contamination, soil erosion, undermining of paving and foundations, damage to landscaping, or water penetration into building interior.

3.4 GENERAL ALTERATION WORK

- A. Record existing work before each procedure (preconstruction), and record progress during the work. Use digital preconstruction documentation.
- B. Perform surveys of Project site as the Work progresses to detect hazards resulting from alterations.
- C. Notify Architect of visible changes in the integrity of material or components whether from environmental causes including biological attack, UV degradation, freezing, or thawing or from structural defects including cracks, movement, or distortion.
  - 1. Do not proceed with the work in question until directed by Architect.

END OF SECTION 013516

SECTION 014000 - QUALITY REQUIREMENTS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for quality assurance and quality control.
- B. Testing and inspection services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
  - 1. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and quality-control procedures that facilitate compliance with the Contract Document requirements.
  - 2. Requirements for Contractor to provide quality-assurance and quality-control services required by Architect, Owner, or authorities having jurisdiction are not limited by provisions of this Section.

1.2 DEFINITIONS

- A. Experienced: When used with an entity or individual, "experienced" unless otherwise further described means having successfully completed a minimum of previous projects similar in nature, size, and extent to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.
- B. Field Quality-Control Tests: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- C. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, assembly, and similar operations.
  - 1. Use of trade-specific terminology in referring to a trade or entity does not require that certain construction activities be performed by accredited or unionized individuals, or that requirements specified apply exclusively to specific trade(s).
- D. Preconstruction Testing: Tests and inspections performed specifically for Project before products and materials are incorporated into the Work, to verify performance or compliance with specified criteria.
- E. Product Tests: Tests and inspections that are performed by a nationally recognized testing laboratory (NRTL) according to 29 CFR 1910.7, by a testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program (NVLAP), or by a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.

- F. Source Quality-Control Tests: Tests and inspections that are performed at the source; for example, plant, mill, factory, or shop.
- G. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.
- H. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.
- I. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Contractor's quality-control services do not include contract administration activities performed by Architect.

### 1.3 DELEGATED-DESIGN SERVICES

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.

### 1.4 CONFLICTING REQUIREMENTS

- A. Conflicting Standards and Other Requirements: If compliance with two or more standards or requirements are specified and the standards or requirements establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to Architect for direction before proceeding.
- B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Architect for a decision before proceeding.

### 1.5 ACTION SUBMITTALS

- A. Delegated-Design Services Submittal: In addition to Shop Drawings, Product Data, and other required submittals, submit a statement signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional, indicating that the products and systems are in compliance with performance and design criteria indicated. Include list of codes, loads, and other factors used in performing these services.

1.6 INFORMATIONAL SUBMITTALS

- A. Contractor's Statement of Responsibility: When required by authorities having jurisdiction, submit copy of written statement of responsibility submitted to authorities having jurisdiction before starting work on the following systems:
  - 1. Seismic-force-resisting system, designated seismic system, or component listed in the Statement of Special Inspections.
  - 2. Main wind-force-resisting system or a wind-resisting component listed in the Statement of Special Inspections.
- B. Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.
- C. Permits, Licenses, and Certificates: For Owner's record, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents established for compliance with standards and regulations bearing on performance of the Work.

1.7 REPORTS AND DOCUMENTS

- A. Test and Inspection Reports: Prepare and submit certified written reports specified in other Sections. Include the following:
  - 1. Date of issue.
  - 2. Project title and number.
  - 3. Name, address, telephone number, and email address of testing agency.
  - 4. Dates and locations of samples and tests or inspections.
  - 5. Names of individuals making tests and inspections.
  - 6. Description of the Work and test and inspection method.
  - 7. Identification of product and Specification Section.
  - 8. Complete test or inspection data.
  - 9. Test and inspection results and an interpretation of test results.
  - 10. Record of temperature and weather conditions at time of sample taking and testing and inspection.
  - 11. Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.
  - 12. Name and signature of laboratory inspector.
  - 13. Recommendations on retesting and reinspecting.
- B. Manufacturer's Technical Representative's Field Reports: Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other Sections. Include the following:
  - 1. Statement on condition of substrates and their acceptability for installation of product.
  - 2. Statement that products at Project site comply with requirements.
  - 3. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.

4. Results of operational and other tests and a statement of whether observed performance complies with requirements.
  5. Other required items indicated in individual Specification Sections.
- C. Factory-Authorized Service Representative's Reports: Prepare written information documenting manufacturer's factory-authorized service representative's tests and inspections specified in other Sections. Include the following:
1. Statement that equipment complies with requirements.
  2. Results of operational and other tests and a statement of whether observed performance complies with requirements.
  3. Other required items indicated in individual Specification Sections.

## 1.8 QUALITY ASSURANCE

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

- H. **Manufacturer's Technical Representative Qualifications:** An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- I. **Factory-Authorized Service Representative Qualifications:** An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- J. **Preconstruction Testing:** Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:
  - 1. **Contractor responsibilities include the following:**
    - a. Provide test specimens representative of proposed products and construction.
    - b. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.
    - c. Build laboratory mockups at testing facility using personnel, products, and methods of construction indicated for the completed Work.
    - d. When testing is complete, remove test specimens and test assemblies, mockups; do not reuse products on Project.
  - 2. **Testing Agency Responsibilities:** Submit a certified written report of each test, inspection, and similar quality-assurance service to Architect, with copy to Contractor. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.

## 1.9 QUALITY CONTROL

- A. **Owner Responsibilities:** Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.
  - 1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspection they are engaged to perform.
  - 2. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor.
- B. **Contractor Responsibilities:** Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional quality-control activities, whether specified or not, to verify and document that the Work complies with requirements.
  - 1. Engage a qualified testing agency to perform quality-control services.
    - a. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.

2. Notify testing agencies at least hours in advance of time when Work that requires testing or inspection will be performed.
  3. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
  4. Testing and inspection requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
  5. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.
- C. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
- D. Testing Agency Responsibilities: Cooperate with Architect and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
1. Notify Architect and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
  2. Determine the locations from which test samples will be taken and in which in-situ tests are conducted.
  3. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.
  4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
  5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
  6. Do not perform duties of Contractor.
- E. Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Section 013300 "Submittal Procedures."
- F. Manufacturer's Technical Services: Where indicated, engage a manufacturer's technical representative to observe and inspect the Work. Manufacturer's technical representative's services include participation in preinstallation conferences, examination of substrates and conditions, verification of materials, observation of Installer activities, inspection of completed portions of the Work, and submittal of written reports.
- G. Associated Contractor Services: Cooperate with agencies and representatives performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
1. Access to the Work.
  2. Incidental labor and facilities necessary to facilitate tests and inspections.
  3. Adequate quantities of representative samples of materials that require testing and inspection. Assist agency in obtaining samples.
  4. Facilities for storage and field curing of test samples.
  5. Preliminary design mix proposed for use for material mixes that require control by testing agency.



6. Security and protection for samples and for testing and inspection equipment at Project site.
- H. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and quality-control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspection.
1. Schedule times for tests, inspections, obtaining samples, and similar activities.

#### 1.10 SPECIAL TESTS AND INSPECTIONS

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

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

#### PART 3 - EXECUTION

##### 3.1 TEST AND INSPECTION LOG

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

3.2 REPAIR AND PROTECTION

- A. General: On completion of testing, inspection, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
  - 1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Section 017300 "Execution."
- B. Protect construction exposed by or for quality-control service activities.
- C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 014000

SECTION 014200 - REFERENCES

PART 1 - GENERAL

1.1 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.

1.2 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.

### 1.3 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 Gale's "Encyclopedia of Associations: National Organizations of the U.S." or in Columbia Books' "National Trade & Professional Associations of the United States."

B. Industry Organizations: 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.

1. AABC - Associated Air Balance Council; [www.aabc.com](http://www.aabc.com).
2. AAMA - American Architectural Manufacturers Association; [www.aamanet.org](http://www.aamanet.org).
3. AAPFCO - Association of American Plant Food Control Officials; [www.aapfco.org](http://www.aapfco.org).
4. AASHTO - American Association of State Highway and Transportation Officials; [www.transportation.org](http://www.transportation.org).
5. AATCC - American Association of Textile Chemists and Colorists; [www.aatcc.org](http://www.aatcc.org).
6. ABMA - American Bearing Manufacturers Association; [www.americanbearings.org](http://www.americanbearings.org).
7. ABMA - American Boiler Manufacturers Association; [www.abma.com](http://www.abma.com).
8. ACI - American Concrete Institute; (Formerly: ACI International); [www.concrete.org](http://www.concrete.org)
9. ACPA - American Concrete Pipe Association; [www.concrete-pipe.org](http://www.concrete-pipe.org).
10. AEIC - Association of Edison Illuminating Companies, Inc. (The); [www.aeic.org](http://www.aeic.org).
11. AF&PA - American Forest & Paper Association; [www.afandpa.org](http://www.afandpa.org).
12. AGA - American Gas Association; [www.aga.org](http://www.aga.org).
13. AHAM - Association of Home Appliance Manufacturers; [www.aham.org](http://www.aham.org).
14. AHRI - Air-Conditioning, Heating, and Refrigeration Institute (The); [www.ahrinet.org](http://www.ahrinet.org).
15. AI - Asphalt Institute; [www.asphaltinstitute.org](http://www.asphaltinstitute.org).
16. AIA - American Institute of Architects (The); [www.aia.org](http://www.aia.org).
17. AISC - American Institute of Steel Construction; [www.aisc.org](http://www.aisc.org).
18. AISI - American Iron and Steel Institute; [www.steel.org](http://www.steel.org).
19. AITC - American Institute of Timber Construction; [www.aitc-glulam.org](http://www.aitc-glulam.org).
20. AMCA - Air Movement and Control Association International, Inc.; [www.amca.org](http://www.amca.org).
21. ANSI - American National Standards Institute; [www.ansi.org](http://www.ansi.org).
22. AOSA - Association of Official Seed Analysts, Inc.; [www.aosaseed.com](http://www.aosaseed.com).
23. APA - APA - The Engineered Wood Association; [www.apawood.org](http://www.apawood.org).
24. APA - Architectural Precast Association; [www.archprecast.org](http://www.archprecast.org).
25. API - American Petroleum Institute; [www.api.org](http://www.api.org).
26. ARI - Air-Conditioning & Refrigeration Institute; (See AHRI).
27. ARI - American Refrigeration Institute; (See AHRI).
28. ARMA - Asphalt Roofing Manufacturers Association; [www.asphaltroofing.org](http://www.asphaltroofing.org).
29. ASCE - American Society of Civil Engineers; [www.asce.org](http://www.asce.org).
30. ASCE/SEI - American Society of Civil Engineers/Structural Engineering Institute; (See ASCE).
31. ASHRAE - American Society of Heating, Refrigerating and Air-Conditioning Engineers; [www.ashrae.org](http://www.ashrae.org).
32. ASME - ASME International; (American Society of Mechanical Engineers); [www.asme.org](http://www.asme.org).
33. ASSE - American Society of Safety Engineers (The); [www.asse.org](http://www.asse.org).

34. ASSE - American Society of Sanitary Engineering; [www.asse-plumbing.org](http://www.asse-plumbing.org).
35. ASTM - ASTM International; [www.astm.org](http://www.astm.org).
36. ATIS - Alliance for Telecommunications Industry Solutions; [www.atis.org](http://www.atis.org).
37. AWEA - American Wind Energy Association; [www.awea.org](http://www.awea.org).
38. AWI - Architectural Woodwork Institute; [www.awinet.org](http://www.awinet.org).
39. AWMAC - Architectural Woodwork Manufacturers Association of Canada; [www.awmac.com](http://www.awmac.com).
40. AWPA - American Wood Protection Association; [www.awpa.com](http://www.awpa.com).
41. AWS - American Welding Society; [www.aws.org](http://www.aws.org).
42. AWWA - American Water Works Association; [www.awwa.org](http://www.awwa.org).
43. BHMA - Builders Hardware Manufacturers Association; [www.buildershardware.com](http://www.buildershardware.com).
44. BIA - Brick Industry Association (The); [www.gobrick.com](http://www.gobrick.com).
45. BICSI - BICSI, Inc.; [www.bicsi.org](http://www.bicsi.org).
46. BIFMA - BIFMA International; (Business and Institutional Furniture Manufacturer's Association); [www.bifma.org](http://www.bifma.org).
47. BISSC - Baking Industry Sanitation Standards Committee; [www.bissc.org](http://www.bissc.org).
48. BWF - Badminton World Federation; (Formerly: International Badminton Federation); [www.bissc.org](http://www.bissc.org).
49. CDA - Copper Development Association; [www.copper.org](http://www.copper.org).
50. CE - Conformite Europeenne; <http://ec.europa.eu/growth/single-market/ce-marking/>
51. CEA - Canadian Electricity Association; [www.electricity.ca](http://www.electricity.ca).
52. CEA - Consumer Electronics Association; [www.ce.org](http://www.ce.org).
53. CFFA - Chemical Fabrics and Film Association, Inc.; [www.chemicalfabricsandfilm.com](http://www.chemicalfabricsandfilm.com).
54. CFSEI - Cold-Formed Steel Engineers Institute; [www.cfsei.org](http://www.cfsei.org).
55. CGA - Compressed Gas Association; [www.cganet.com](http://www.cganet.com).
56. CIMA - Cellulose Insulation Manufacturers Association; [www.cellulose.org](http://www.cellulose.org).
57. CISCA - Ceilings & Interior Systems Construction Association; [www.cisca.org](http://www.cisca.org).
58. CISPI - Cast Iron Soil Pipe Institute; [www.cispi.org](http://www.cispi.org).
59. CLFMI - Chain Link Fence Manufacturers Institute; [www.chainlinkinfo.org](http://www.chainlinkinfo.org).
60. CPA - Composite Panel Association; [www.pbmdf.com](http://www.pbmdf.com).
61. CRI - Carpet and Rug Institute (The); [www.carpet-rug.org](http://www.carpet-rug.org).
62. CRRC - Cool Roof Rating Council; [www.coolroofs.org](http://www.coolroofs.org).
63. CRSI - Concrete Reinforcing Steel Institute; [www.crsi.org](http://www.crsi.org).
64. CSA - Canadian Standards Association; [www.csa.ca](http://www.csa.ca).
65. CSA - CSA International; (Formerly: IAS - International Approval Services); [www.csa-international.org](http://www.csa-international.org).
66. CSI - Construction Specifications Institute (The); [www.csinet.org](http://www.csinet.org).
67. CSSB - Cedar Shake & Shingle Bureau; [www.cedarbureau.org](http://www.cedarbureau.org).
68. CTI - Cooling Technology Institute; (Formerly: Cooling Tower Institute); [www.cti.org](http://www.cti.org).
69. CWC - Composite Wood Council; (See CPA).
70. DASMA - Door and Access Systems Manufacturers Association; [www.dasma.com](http://www.dasma.com).
71. DHI - Door and Hardware Institute; [www.dhi.org](http://www.dhi.org).
72. ECA - Electronic Components Association; (See ECIA).
73. ECAMA - Electronic Components Assemblies & Materials Association; (See ECIA).
74. ECIA - Electronic Components Industry Association; [www.eciaonline.org](http://www.eciaonline.org).
75. EIA - Electronic Industries Alliance; (See TIA).
76. EIMA - EIFS Industry Members Association; [www.eima.com](http://www.eima.com).
77. EJMA - Expansion Joint Manufacturers Association, Inc.; [www.ejma.org](http://www.ejma.org).
78. ESD - ESD Association; (Electrostatic Discharge Association); [www.esda.org](http://www.esda.org).
79. ESTA - Entertainment Services and Technology Association; (See PLASA).
80. ETL - Intertek (See Intertek); [www.intertek.com](http://www.intertek.com).

81. EVO - Efficiency Valuation Organization; [www.evo-world.org](http://www.evo-world.org).
82. FCI - Fluid Controls Institute; [www.fluidcontrolsintstitute.org](http://www.fluidcontrolsintstitute.org).
83. FIBA - Federation Internationale de Basketball; (The International Basketball Federation); [www.fiba.com](http://www.fiba.com).
84. FIVB - Federation Internationale de Volleyball; (The International Volleyball Federation); [www.fivb.org](http://www.fivb.org).
85. FM Approvals - FM Approvals LLC; [www.fmglobal.com](http://www.fmglobal.com).
86. FM Global - FM Global; (Formerly: FMG - FM Global); [www.fmglobal.com](http://www.fmglobal.com).
87. FRSA - Florida Roofing, Sheet Metal & Air Conditioning Contractors Association, Inc.; [www.floridarroof.com](http://www.floridarroof.com).
88. FSA - Fluid Sealing Association; [www.fluidsealing.com](http://www.fluidsealing.com).
89. FSC - Forest Stewardship Council U.S.; [www.fscus.org](http://www.fscus.org).
90. GA - Gypsum Association; [www.gypsum.org](http://www.gypsum.org).
91. GANA - Glass Association of North America; [www.glasswebsite.com](http://www.glasswebsite.com).
92. GS - Green Seal; [www.greenseal.org](http://www.greenseal.org).
93. HI - Hydraulic Institute; [www.pumps.org](http://www.pumps.org).
94. HI/GAMA - Hydronics Institute/Gas Appliance Manufacturers Association; (See AHRI).
95. HMMA - Hollow Metal Manufacturers Association; (See NAAMM).
96. HPVA - Hardwood Plywood & Veneer Association; [www.hpva.org](http://www.hpva.org).
97. HPW - H. P. White Laboratory, Inc.; [www.hpwhite.com](http://www.hpwhite.com).
98. IAPSC - International Association of Professional Security Consultants; [www.iapsc.org](http://www.iapsc.org).
99. IAS - International Accreditation Service; [www.iasonline.org](http://www.iasonline.org).
100. IAS - International Approval Services; (See CSA).
101. ICBO - International Conference of Building Officials; (See ICC).
102. ICC - International Code Council; [www.iccsafe.org](http://www.iccsafe.org).
103. ICEA - Insulated Cable Engineers Association, Inc.; [www.icea.net](http://www.icea.net).
104. ICPA - International Cast Polymer Alliance; [www.icpa-hq.org](http://www.icpa-hq.org).
105. ICRI - International Concrete Repair Institute, Inc.; [www.icri.org](http://www.icri.org).
106. IEC - International Electrotechnical Commission; [www.iec.ch](http://www.iec.ch).
107. IEEE - Institute of Electrical and Electronics Engineers, Inc. (The); [www.ieee.org](http://www.ieee.org).
108. IES - Illuminating Engineering Society; (Formerly: Illuminating Engineering Society of North America); [www.ies.org](http://www.ies.org).
109. IESNA - Illuminating Engineering Society of North America; (See IES).
110. IEST - Institute of Environmental Sciences and Technology; [www.iest.org](http://www.iest.org).
111. IGMA - Insulating Glass Manufacturers Alliance; [www.igmaonline.org](http://www.igmaonline.org).
112. IGSHPA - International Ground Source Heat Pump Association; [www.igshpa.okstate.edu](http://www.igshpa.okstate.edu).
113. ILI - Indiana Limestone Institute of America, Inc.; [www.iliai.com](http://www.iliai.com).
114. Intertek - Intertek Group; (Formerly: ETL SEMCO; Intertek Testing Service NA); [www.intertek.com](http://www.intertek.com).
115. ISA - International Society of Automation (The); (Formerly: Instrumentation, Systems, and Automation Society); [www.isa.org](http://www.isa.org).
116. ISAS - Instrumentation, Systems, and Automation Society (The); (See ISA).
117. ISFA - International Surface Fabricators Association; (Formerly: International Solid Surface Fabricators Association); [www.isfanow.org](http://www.isfanow.org).
118. ISO - International Organization for Standardization; [www.iso.org](http://www.iso.org).
119. ISSFA - International Solid Surface Fabricators Association; (See ISFA).
120. ITU - International Telecommunication Union; [www.itu.int/home](http://www.itu.int/home).
121. KCMA - Kitchen Cabinet Manufacturers Association; [www.kcma.org](http://www.kcma.org).
122. LMA - Laminating Materials Association; (See CPA).
123. LPI - Lightning Protection Institute; [www.lightning.org](http://www.lightning.org).

124. MBMA - Metal Building Manufacturers Association; [www.mbma.com](http://www.mbma.com).
125. MCA - Metal Construction Association; [www.metalconstruction.org](http://www.metalconstruction.org).
126. MFMA - Maple Flooring Manufacturers Association, Inc.; [www.maplefloor.org](http://www.maplefloor.org).
127. MFMA - Metal Framing Manufacturers Association, Inc.; [www.metalframingmfg.org](http://www.metalframingmfg.org).
128. MHIA - Material Handling Industry of America; [www.mhia.org](http://www.mhia.org).
129. MIA - Marble Institute of America; [www.marble-institute.com](http://www.marble-institute.com).
130. MMPA - Moulding & Millwork Producers Association; [www.wmmpa.com](http://www.wmmpa.com).
131. MPI - Master Painters Institute; [www.paintinfo.com](http://www.paintinfo.com).
132. MSS - Manufacturers Standardization Society of The Valve and Fittings Industry Inc.; [www.mss-hq.org](http://www.mss-hq.org).
133. NAAMM - National Association of Architectural Metal Manufacturers; [www.naamm.org](http://www.naamm.org).
134. NACE - NACE International; (National Association of Corrosion Engineers International); [www.nace.org](http://www.nace.org).
135. NADCA - National Air Duct Cleaners Association; [www.nadca.com](http://www.nadca.com).
136. NAIMA - North American Insulation Manufacturers Association; [www.naima.org](http://www.naima.org).
137. NBGQA - National Building Granite Quarries Association, Inc.; [www.nbgqa.com](http://www.nbgqa.com).
138. NBI - New Buildings Institute; [www.newbuildings.org](http://www.newbuildings.org).
139. NCAA - National Collegiate Athletic Association (The); [www.ncaa.org](http://www.ncaa.org).
140. NCMA - National Concrete Masonry Association; [www.ncma.org](http://www.ncma.org).
141. NEBB - National Environmental Balancing Bureau; [www.nebb.org](http://www.nebb.org).
142. NECA - National Electrical Contractors Association; [www.necanet.org](http://www.necanet.org).
143. NeLMA - Northeastern Lumber Manufacturers Association; [www.nelma.org](http://www.nelma.org).
144. NEMA - National Electrical Manufacturers Association; [www.nema.org](http://www.nema.org).
145. NETA - InterNational Electrical Testing Association; [www.netaworld.org](http://www.netaworld.org).
146. NFHS - National Federation of State High School Associations; [www.nfhs.org](http://www.nfhs.org).
147. NFPA - National Fire Protection Association; [www.nfpa.org](http://www.nfpa.org).
148. NFPA - NFPA International; (See NFPA).
149. NFRC - National Fenestration Rating Council; [www.nfrc.org](http://www.nfrc.org).
150. NHLA - National Hardwood Lumber Association; [www.nhla.com](http://www.nhla.com).
151. NLGA - National Lumber Grades Authority; [www.nlga.org](http://www.nlga.org).
152. NOFMA - National Oak Flooring Manufacturers Association; (See NWFA).
153. NOMMA - National Ornamental & Miscellaneous Metals Association; [www.nomma.org](http://www.nomma.org).
154. NRCA - National Roofing Contractors Association; [www.nrca.net](http://www.nrca.net).
155. NRMCA - National Ready Mixed Concrete Association; [www.nrmca.org](http://www.nrmca.org).
156. NSF - NSF International; [www.nsf.org](http://www.nsf.org).
157. NSPE - National Society of Professional Engineers; [www.nspe.org](http://www.nspe.org).
158. NSSGA - National Stone, Sand & Gravel Association; [www.nssga.org](http://www.nssga.org).
159. NTMA - National Terrazzo & Mosaic Association, Inc. (The); [www.ntma.com](http://www.ntma.com).
160. NWFA - National Wood Flooring Association; [www.nwfa.org](http://www.nwfa.org).
161. PCI - Precast/Prestressed Concrete Institute; [www.pci.org](http://www.pci.org).
162. PDI - Plumbing & Drainage Institute; [www.pdionline.org](http://www.pdionline.org).
163. PLASA - PLASA; (Formerly: ESTA - Entertainment Services and Technology Association); <http://www.plasa.org>.
164. RCSC - Research Council on Structural Connections; [www.boltcouncil.org](http://www.boltcouncil.org).
165. RFCI - Resilient Floor Covering Institute; [www.rfci.com](http://www.rfci.com).
166. RIS - Redwood Inspection Service; [www.redwoodinspection.com](http://www.redwoodinspection.com).
167. SAE - SAE International; [www.sae.org](http://www.sae.org).
168. SCTE - Society of Cable Telecommunications Engineers; [www.scte.org](http://www.scte.org).
169. SDI - Steel Deck Institute; [www.sdi.org](http://www.sdi.org).
170. SDI - Steel Door Institute; [www.steeldoor.org](http://www.steeldoor.org).

171. SEFA - Scientific Equipment and Furniture Association (The); [www.sefalabs.com](http://www.sefalabs.com).
172. SEI/ASCE - Structural Engineering Institute/American Society of Civil Engineers; (See ASCE).
173. SIA - Security Industry Association; [www.siaonline.org](http://www.siaonline.org).
174. SJI - Steel Joist Institute; [www.steeljoist.org](http://www.steeljoist.org).
175. SMA - Screen Manufacturers Association; [www.smainfo.org](http://www.smainfo.org).
176. SMACNA - Sheet Metal and Air Conditioning Contractors' National Association; [www.smacna.org](http://www.smacna.org).
177. SMPTE - Society of Motion Picture and Television Engineers; [www.smpte.org](http://www.smpte.org).
178. SPFA - Spray Polyurethane Foam Alliance; [www.sprayfoam.org](http://www.sprayfoam.org).
179. SPIB - Southern Pine Inspection Bureau; [www.spib.org](http://www.spib.org).
180. SPRI - Single Ply Roofing Industry; [www.spri.org](http://www.spri.org).
181. SRCC - Solar Rating & Certification Corporation; [www.solar-rating.org](http://www.solar-rating.org).
182. SSINA - Specialty Steel Industry of North America; [www.ssina.com](http://www.ssina.com).
183. SSPC - SSPC: The Society for Protective Coatings; [www.sspc.org](http://www.sspc.org).
184. STI - Steel Tank Institute; [www.steeltank.com](http://www.steeltank.com).
185. SWI - Steel Window Institute; [www.steelwindows.com](http://www.steelwindows.com).
186. SWPA - Submersible Wastewater Pump Association; [www.swpa.org](http://www.swpa.org).
187. TCA - Tilt-Up Concrete Association; [www.tilt-up.org](http://www.tilt-up.org).
188. TCNA - Tile Council of North America, Inc.; [www.tileusa.com](http://www.tileusa.com).
189. TEMA - Tubular Exchanger Manufacturers Association, Inc.; [www.tema.org](http://www.tema.org).
190. TIA - Telecommunications Industry Association (The); (Formerly: TIA/EIA - Telecommunications Industry Association/Electronic Industries Alliance); [www.tiaonline.org](http://www.tiaonline.org).
191. TIA/EIA - Telecommunications Industry Association/Electronic Industries Alliance; (See TIA).
192. TMS - The Masonry Society; [www.masonrysociety.org](http://www.masonrysociety.org).
193. TPI - Truss Plate Institute; [www.tpinst.org](http://www.tpinst.org).
194. TPI - Turfgrass Producers International; [www.turfgrasssod.org](http://www.turfgrasssod.org).
195. TRI - Tile Roofing Institute; [www.tilerroofing.org](http://www.tilerroofing.org).
196. UL - Underwriters Laboratories Inc.; <http://www.ul.com>.
197. UNI - Uni-Bell PVC Pipe Association; [www.uni-bell.org](http://www.uni-bell.org).
198. USAV - USA Volleyball; [www.usavolleyball.org](http://www.usavolleyball.org).
199. USGBC - U.S. Green Building Council; [www.usgbc.org](http://www.usgbc.org).
200. USITT - United States Institute for Theatre Technology, Inc.; [www.usitt.org](http://www.usitt.org).
201. WASTEC - Waste Equipment Technology Association; [www.wastec.org](http://www.wastec.org).
202. WCLIB - West Coast Lumber Inspection Bureau; [www.wclib.org](http://www.wclib.org).
203. WCMA - Window Covering Manufacturers Association; [www.wcmanet.org](http://www.wcmanet.org).
204. WDMA - Window & Door Manufacturers Association; [www.wdma.com](http://www.wdma.com).
205. WI - Woodwork Institute; [www.wicnet.org](http://www.wicnet.org).
206. WSRCA - Western States Roofing Contractors Association; [www.wsrca.com](http://www.wsrca.com).
207. WWPA - Western Wood Products Association; [www.wwpa.org](http://www.wwpa.org).

C. 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. DIN - Deutsches Institut für Normung e.V.; [www.din.de](http://www.din.de).
2. IAPMO - International Association of Plumbing and Mechanical Officials; [www.iapmo.org](http://www.iapmo.org).
3. ICC - International Code Council; [www.iccsafe.org](http://www.iccsafe.org).



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4. ICC-ES - ICC Evaluation Service, LLC; [www.icc-es.org](http://www.icc-es.org).
- D. 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. COE - Army Corps of Engineers; [www.usace.army.mil](http://www.usace.army.mil).
  2. CPSC - Consumer Product Safety Commission; [www.cpsc.gov](http://www.cpsc.gov).
  3. DOC - Department of Commerce; National Institute of Standards and Technology; [www.nist.gov](http://www.nist.gov).
  4. DOD - Department of Defense; [www.quicksearch.dla.mil](http://www.quicksearch.dla.mil).
  5. DOE - Department of Energy; [www.energy.gov](http://www.energy.gov).
  6. EPA - Environmental Protection Agency; [www.epa.gov](http://www.epa.gov).
  7. FAA - Federal Aviation Administration; [www.faa.gov](http://www.faa.gov).
  8. FG - Federal Government Publications; [www.gpo.gov/fdsys](http://www.gpo.gov/fdsys).
  9. GSA - General Services Administration; [www.gsa.gov](http://www.gsa.gov).
  10. HUD - Department of Housing and Urban Development; [www.hud.gov](http://www.hud.gov).
  11. LBL - Lawrence Berkeley National Laboratory; Environmental Energy Technologies Division; [www.eetd.lbl.gov](http://www.eetd.lbl.gov).
  12. OSHA - Occupational Safety & Health Administration; [www.osha.gov](http://www.osha.gov).
  13. SD - Department of State; [www.state.gov](http://www.state.gov).
  14. TRB - Transportation Research Board; National Cooperative Highway Research Program; The National Academies; [www.trb.org](http://www.trb.org).
  15. USDA - Department of Agriculture; Agriculture Research Service; U.S. Salinity Laboratory; [www.ars.usda.gov](http://www.ars.usda.gov).
  16. USDA - Department of Agriculture; Rural Utilities Service; [www.usda.gov](http://www.usda.gov).
  17. USDOJ - Department of Justice; Office of Justice Programs; National Institute of Justice; [www.ojp.usdoj.gov](http://www.ojp.usdoj.gov).
  18. USP - U.S. Pharmacopeial Convention; [www.usp.org](http://www.usp.org).
  19. USPS - United States Postal Service; [www.usps.com](http://www.usps.com).
- E. 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. CFR - Code of Federal Regulations; Available from Government Printing Office; [www.gpo.gov/fdsys](http://www.gpo.gov/fdsys).
  2. DOD - Department of Defense; Military Specifications and Standards; Available from DLA Document Services; [www.quicksearch.dla.mil](http://www.quicksearch.dla.mil).
  3. DSCC - Defense Supply Center Columbus; (See FS).
  4. FED-STD - Federal Standard; (See FS).
  5. FS - Federal Specification; Available from DLA Document Services; [www.quicksearch.dla.mil](http://www.quicksearch.dla.mil).
    - a. Available from Defense Standardization Program; [www.dsp.dla.mil](http://www.dsp.dla.mil).
    - b. Available from General Services Administration; [www.gsa.gov](http://www.gsa.gov).
    - c. Available from National Institute of Building Sciences/Whole Building Design Guide; [www.wbdg.org/ccb](http://www.wbdg.org/ccb).
  6. MILSPEC - Military Specification and Standards; (See DOD).

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7. USAB - United States Access Board; [www.access-board.gov](http://www.access-board.gov).
  8. USATBCB - U.S. Architectural & Transportation Barriers Compliance Board; (See USAB).
- F. State 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. This information is subject to change and is believed to be accurate as of the date of the Contract Documents.
1. CBHF; State of California; Department of Consumer Affairs; Bureau of Electronic and Appliance Repair, Home Furnishings and Thermal Insulation; [www.bearhfti.ca.gov](http://www.bearhfti.ca.gov).
  2. CCR; California Code of Regulations; Office of Administrative Law; California Title 24 Energy Code; [www.calregs.com](http://www.calregs.com).
  3. CDHS; California Department of Health Services; (See CDPH).
  4. CDPH; California Department of Public Health; Indoor Air Quality Program; [www.cal-iaq.org](http://www.cal-iaq.org).
  5. CPUC; California Public Utilities Commission; [www.cpuc.ca.gov](http://www.cpuc.ca.gov).
  6. SCAQMD; South Coast Air Quality Management District; [www.aqmd.gov](http://www.aqmd.gov).
  7. TFS; Texas A&M Forest Service; Sustainable Forestry and Economic Development; [www.txforestservation.tamu.edu](http://www.txforestservation.tamu.edu).

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 014200

SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes requirements for temporary utilities, support facilities, and security and protection facilities.
- B. Related Requirements:
  - 1. Section 011000 "Summary" for work restrictions and limitations on utility interruptions.

1.2 USE CHARGES

- A. General: Installation and removal of and use charges for temporary facilities shall be included in the Contract Sum unless otherwise indicated. Allow other entities engaged in the Project to use temporary services and facilities without cost, including, but not limited to, Architect, testing agencies, and authorities having jurisdiction.
- B. Water and Sewer Service from Existing System: Water from Owner's existing water system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.
- C. Electric Power Service from Existing System: Electric power from Owner's existing system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

1.3 INFORMATIONAL SUBMITTALS

- A. Site Utilization Plan: Show temporary facilities, temporary utility lines and connections, staging areas, construction site entrances, vehicle circulation, and parking areas for construction personnel.
- B. Project Identification and Temporary Signs: Show fabrication and installation details, including plans, elevations, details, layouts, typestyles, graphic elements, and message content.
- C. Fire-Safety Program: Show compliance with requirements of NFPA 241 and authorities having jurisdiction. Indicate Contractor personnel responsible for management of fire-prevention program.
- D. Moisture-and Mold-Protection Plan: Describe procedures and controls for protecting materials and construction from water absorption and damage and mold.
- E. Dust- and HVAC-Control Plan: Submit coordination drawing and narrative that indicates the dust- and HVAC-control measures proposed for use, proposed locations, and proposed time frame for their operation. Include the following:

1. Locations of dust-control partitions at each phase of work.
2. HVAC system isolation schematic drawing.
3. Location of proposed air-filtration system discharge.
4. Waste-handling procedures.
5. Other dust-control measures.

#### 1.4 QUALITY ASSURANCE

- A. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.
- B. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.
- C. Accessible Temporary Egress: Comply with applicable provisions in .

#### 1.5 PROJECT CONDITIONS

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

### PART 2 - PRODUCTS

#### 2.1 TEMPORARY FACILITIES

- A. Field Offices, General: Prefabricated or mobile units with serviceable finishes, temperature controls, and foundations adequate for normal loading.
- B. Common-Use Field Office: Of sufficient size to accommodate needs of Owner, Architect, and construction personnel office activities and to accommodate Project meetings specified in other Division 01 Sections.

#### 2.2 EQUIPMENT

- A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.
- B. HVAC Equipment: Unless Owner authorizes use of permanent HVAC system, provide vented, self-contained, liquid-propane-gas or fuel-oil heaters with individual space thermostatic control.
  1. Use of gasoline-burning space heaters, open-flame heaters, or salamander-type heating units is prohibited.
  2. Heating Units: Listed and labeled for type of fuel being consumed, by a qualified testing agency acceptable to authorities having jurisdiction, and marked for intended location and application.

3. Permanent HVAC System: If Owner authorizes use of permanent HVAC system for temporary use during construction, provide filter with MERV of 13 at each return-air grille in system and remove at end of construction

### PART 3 - EXECUTION

#### 3.1 TEMPORARY FACILITIES, GENERAL

- A. Conservation: Coordinate construction and use of temporary facilities with consideration given to conservation of energy, water, and materials. Coordinate use of temporary utilities to minimize waste.
  1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work. See other Sections for disposition of salvaged materials that are designated as Owner's property.

#### 3.2 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.

#### 3.3 TEMPORARY UTILITY INSTALLATION

- A. General: Install temporary service or connect to existing service.
  1. Arrange with utility company, Owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.
- B. Sewers and Drainage: Provide temporary utilities to remove effluent lawfully.
  1. Connect temporary sewers to as directed by authorities having jurisdiction.
- C. Water Service: Install water service and distribution piping in sizes and pressures adequate for construction.
- D. Sanitary Facilities: Provide temporary toilets, wash facilities, and drinking water for use of construction personnel. Comply with requirements of authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.
- E. Temporary Heating and Cooling: Provide temporary heating and cooling required by construction activities for curing or drying of completed installations or for protecting installed construction from adverse effects of low temperatures or high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed.

1. Provide temporary dehumidification systems when required to reduce ambient and substrate moisture levels to level required to allow installation or application of finishes and their proper curing or drying.
- F. Isolation of Work Areas in Occupied Facilities: Prevent dust, fumes, and odors from entering occupied areas.
- G. Electric Power Service: Provide electric power service and distribution system of sufficient size, capacity, and power characteristics required for construction operations.
  1. Install electric power service unless otherwise indicated.
- H. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.
  1. Install and operate temporary lighting that fulfills security and protection requirements without operating entire system.
- I. Telephone Service: Provide temporary telephone service in common-use facilities for use by all construction personnel.

### 3.4 SUPPORT FACILITIES INSTALLATION

- A. General: Comply with the following:
  1. Provide construction for temporary offices, shops, and sheds located within construction staging area as indicated on the plans that is noncombustible according to ASTM E 136. Comply with NFPA 241.
  2. Maintain support facilities until Architect schedules Substantial Completion inspection. Remove before Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to Owner.
- B. Traffic Controls: Comply with requirements of authorities having jurisdiction.
  1. Protect existing site improvements to remain including curbs, pavement, and utilities.
  2. Maintain access for fire-fighting equipment and access to fire hydrants.
- C. Parking: parking areas for construction personnel.
- D. Dewatering Facilities and Drains: Comply with requirements of authorities having jurisdiction. Maintain Project site, excavations, and construction free of water.
  1. Dispose of rainwater in a lawful manner that will not result in flooding Project or adjoining properties or endanger permanent Work or temporary facilities.
  2. Remove snow and ice as required to minimize accumulations.
- E. Project Signs: Provide Project signs as indicated. Unauthorized signs are not permitted.
  1. Identification Signs: Provide Project identification signs as indicated on Drawings.

2. Temporary Signs: Provide other signs as indicated and as required to inform public and individuals seeking entrance to Project.
    - a. Provide temporary, directional signs for construction personnel and visitors.
  3. Maintain and touch up signs so they are legible at all times.
- F. Waste Disposal Facilities: Comply with requirements specified in Section 017419 "Construction Waste Management and Disposal."
- G. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction. Comply with progress cleaning requirements in Section 017300 "Execution."
- H. 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.
- I. Temporary Use of Permanent Stairs: Use of new stairs for construction traffic will be permitted, provided stairs are protected and finishes restored to new condition at time of Substantial Completion.

### 3.5 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.
  1. Where access to adjacent properties is required in order to affect protection of existing facilities, obtain written permission from adjacent property owner to access property for that purpose.
- B. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction as required to comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.
- C. Security Enclosure and Lockup: Install temporary enclosure around partially completed areas of construction. Provide lockable entrances to prevent unauthorized entrance, vandalism, theft, and similar violations of security. Lock entrances at end of each workday.
- D. Barricades, Warning Signs, and Lights: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting.
- E. Temporary Egress: Maintain temporary egress from existing occupied facilities as indicated and as required by authorities having jurisdiction.
- F. Temporary Enclosures: Provide temporary enclosures for protection of construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities. Provide temporary weathertight enclosure for building exterior.

1. Where heating or cooling is needed and permanent enclosure is incomplete, insulate temporary enclosures.
- G. Temporary Partitions: Provide floor-to-ceiling dustproof partitions to limit dust and dirt migration and to separate areas occupied by from fumes and noise.
1. Construct dustproof partitions with gypsum wallboard with joints taped on occupied side, and fire-retardant-treated plywood on construction operations side.
  2. Where fire-resistance-rated temporary partitions are indicated or are required by authorities having jurisdiction, construct partitions according to the rated assemblies.
  3. Provide walk-off mats at each entrance through temporary partition.
- H. Temporary Fire Protection: Install and maintain temporary fire-protection facilities of types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 241; manage fire-prevention program.
1. Prohibit smoking in construction areas. Comply with additional limits on smoking specified in other Sections.
  2. Supervise welding operations, combustion-type temporary heating units, and similar sources of fire ignition according to requirements of authorities having jurisdiction.
  3. Develop and supervise an overall fire-prevention and -protection program for personnel at Project site. Review needs with local fire department and establish procedures to be followed. Instruct personnel in methods and procedures. Post warnings and information.
  4. Provide temporary standpipes and hoses for fire protection. Hang hoses with a warning sign stating that hoses are for fire-protection purposes only and are not to be removed. Match hose size with outlet size and equip with suitable nozzles.

### 3.6 MOISTURE AND MOLD CONTROL

- A. Controlled Construction Period: After completing and sealing of the building enclosure but prior to the full operation of permanent HVAC systems, maintain as follows:
1. Control moisture and humidity inside building by maintaining effective dry-in conditions.
  2. Use temporary or permanent HVAC system to control humidity within ranges specified for installed and stored materials.
  3. Comply with manufacturer's written instructions for temperature, relative humidity, and exposure to water limits.

### 3.7 OPERATION, TERMINATION, AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.
- B. Maintenance: Maintain facilities in good operating condition until removal.
1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.



- C. Temporary Facility Changeover: Do not change over from using temporary security and protection facilities to permanent facilities until Substantial Completion.
- D. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
  - 1. Materials and facilities that constitute temporary facilities are property of Contractor. Owner reserves right to take possession of Project identification signs.
  - 2. At Substantial Completion, repair, renovate, and clean permanent facilities used during construction period. Comply with final cleaning requirements specified in Section 017700 "Closeout Procedures."

END OF SECTION 015000

## SECTION 016000 - PRODUCT REQUIREMENTS

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; and comparable products.
- B. Related Requirements:
  - 1. Section 012500 "Substitution Procedures" for requests for substitutions.

#### 1.2 DEFINITIONS

- A. Products: Items obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
  - 1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature that is current as of date of the Contract Documents.
  - 2. New Products: Items that have not previously been incorporated into another project or facility. Products salvaged or recycled from other projects are not considered new products.
  - 3. Comparable Product: Product that is demonstrated and approved by Architect 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 single manufacturer's product is named and accompanied by the words "basis-of-design product," including make or model number or other designation. In addition to the basis-of-design product description, product attributes and characteristics may be listed to establish the significant qualities related to type, function, in-service performance and physical properties, weight, dimension, durability, visual characteristics, and other special features and requirements for purposes of evaluating comparable products of additional manufacturers named in the specification.

#### 1.3 ACTION SUBMITTALS

- A. Comparable Product Request Submittal: Submit request for consideration of each comparable product. Identify basis-of-design 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 days of receipt of a comparable product request. Architect will notify Contractor of approval or rejection of proposed comparable product request within days of receipt of request, or days of receipt of additional information or documentation, whichever is later.
  - a. Form of Architect's Approval of Submittal: As specified in Section 013300 "Submittal Procedures."
  - b. Use product specified if Architect does not issue a decision on use of a comparable product request within time allocated.
- B. Basis-of-Design Product Specification Submittal: Comply with requirements in Section 013300 "Submittal Procedures." Show compliance with requirements.

#### 1.4 QUALITY ASSURANCE

- A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, select product compatible with products previously selected, even if previously selected products were also options.

#### 1.5 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.
- B. Delivery and Handling:
  1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
  2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
  3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
  4. Inspect products on delivery to determine compliance with the Contract Documents and to determine that products are undamaged and properly protected.
- C. Storage:
  1. Store products to allow for inspection and measurement of quantity or counting of units.
  2. Store materials in a manner that will not endanger Project structure.
  3. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
  4. Protect foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
  5. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.

6. Protect stored products from damage and liquids from freezing.

## 1.6 PRODUCT WARRANTIES

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

## 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 meeting requirements of the Contract Documents.
  4. Where products are accompanied by the term "as selected," Architect will make selection.
  5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.
- B. Product Selection Procedures:
  1. Sole 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.

- a. Sole product may be indicated by the phrase: "Subject to compliance with requirements, provide the following: ..."
2. Sole 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.
  - a. Sole manufacturer/source may be indicated by the phrase: "Subject to compliance with requirements, provide products by the following: ..."
3. Limited List of Products: Where Specifications include a list of names of both manufacturers and products, provide one of the products listed that complies with requirements. Comparable products or substitutions for Contractor's convenience be considered.
  - a. Limited list of products may be indicated by the phrase: "Subject to compliance with requirements, provide one of the following: ..."
4. Non-Limited List of Products: Where Specifications include a list of names of both available manufacturers and products, provide one of the products listed, or an unnamed product, which complies with requirements.
  - a. Non-limited list of products is indicated by the phrase: "Subject to compliance with requirements, available products that may be incorporated in the Work include, but are not limited to, the following: ..."
5. Limited List of Manufacturers: 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 be considered.
  - a. Limited list of manufacturers is indicated by the phrase: "Subject to compliance with requirements, provide products by one of the following: ..."
6. Non-Limited List of Manufacturers: Where Specifications include a list of available manufacturers, provide a product by one of the manufacturers listed, or a product by an unnamed manufacturer, which complies with requirements.
  - a. Non-limited list of manufacturers is indicated by the phrase: "Subject to compliance with requirements, available manufacturers whose products may be incorporated in the Work include, but are not limited to, the following: ..."
7. 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.

- a. For approval of products by unnamed manufacturers, comply with requirements in Section 012500 "Substitution Procedures" for substitutions for convenience.
- C. Visual Matching Specification: Where Specifications require "match Architect's sample," provide a product that complies with requirements and matches Architect's sample. Architect's decision will be final on whether a proposed product matches.
1. If no product available within specified category matches and complies with other specified requirements, comply with requirements in Section 012500 "Substitution Procedures" for proposal of product.
- D. Visual Selection Specification: Where Specifications include the phrase "as selected by Architect from manufacturer's full range" or similar phrase, select a product that complies with requirements. Architect will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

## 2.2 COMPARABLE PRODUCTS

- A. Conditions for Consideration of Comparable Products: 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 proposed product does not require revisions to the Contract Documents, is consistent with the Contract Documents, will produce the indicated results, and is compatible with other portions of the Work. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant product qualities include attributes such as type, function, in-service performance and physical properties, weight, dimension, durability, visual characteristics, and other specific features and requirements.
  2. Evidence that proposed product provides specified warranty.
  3. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners, if requested.
  4. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION 016000

SECTION 017300 - EXECUTION

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes general administrative and procedural requirements governing execution of the Work including, but not limited to, the following:
  - 1. Construction layout.
  - 2. Field engineering and surveying.
  - 3. Installation of the Work.
  - 4. Cutting and patching.
  - 5. Progress cleaning.
  - 6. Starting and adjusting.
  - 7. 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, replacing defective work, and final cleaning.

1.2 INFORMATIONAL SUBMITTALS

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

1.3 QUALITY ASSURANCE

- A. Cutting and Patching: Comply with requirements for and limitations on cutting and patching of construction elements.
  - 1. Structural Elements: When cutting and patching structural elements, notify Architect of locations and details of cutting and await directions from Architect before proceeding. Shore, brace, and support structural 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.
  - 2. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety.
  - 3. Other Construction Elements: Do not cut and patch other construction elements or components in a manner that could change their load-carrying capacity, that results in

- reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety.
4. Visual Elements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch exposed construction 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.
- B. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of products and equipment.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

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

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Existing Conditions: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities, and other construction affecting the Work.
- B. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
1. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
  2. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.



3. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.
- C. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

### 3.2 PREPARATION

- A. Existing Utility Information: Furnish information to that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.
- B. 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.
- C. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- D. 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.
- B. General: Engage qualified staff to lay out the Work using accepted surveying practices.
1. Establish benchmarks and control points to set lines and levels at each story of construction and elsewhere as needed to locate each element of Project.
  2. Establish limits on use of Project site.
  3. Establish dimensions within tolerances indicated. Do not scale Drawings to obtain required dimensions.
  4. Inform installers of lines and levels to which they must comply.
  5. Check the location, level and plumb, of every major element as the Work progresses.
  6. Notify Architect when deviations from required lines and levels exceed allowable tolerances.
- C. Building Lines and Levels: Locate and lay out control lines and levels for structures, building foundations, column grids, and floor levels, including those required for mechanical and electrical work. Transfer survey markings and elevations for use with control lines and levels. Level foundations and piers from two or more locations.

- D. Record Log: Maintain a log of layout control work. Record deviations from required lines and levels. Include beginning and ending dates and times of surveys, weather conditions, name and duty of each survey party member, and types of instruments and tapes used. Make the log available for reference by Architect.

### 3.4 FIELD ENGINEERING

- A. Identification: Owner will identify existing benchmarks, control points, and property corners.
- B. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.
- C. Benchmarks: Establish and maintain a minimum of permanent benchmarks on Project site, referenced to data established by survey control points. Comply with authorities having jurisdiction for type and size of benchmark.
  - 1. Record benchmark locations, with horizontal and vertical data, on Project Record Documents.

### 3.5 INSTALLATION

- A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
  - 1. Make vertical work plumb and make horizontal work level.
  - 2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
  - 3. Conceal pipes, ducts, and wiring in finished areas unless otherwise indicated.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.
- E. Sequence the Work and allow adequate clearances to accommodate movement of construction items on site and placement in permanent locations.
- F. Tools and Equipment: Where possible, select tools or equipment that minimize production of excessive 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 portions of the Work to

confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.

- H. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions.
  - 1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Architect.
  - 2. Allow for building movement, including thermal expansion and contraction.
  - 3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.
- I. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.
- J. Remove and replace damaged, defective, or non-conforming Work.

### 3.6 CUTTING AND PATCHING

- A. Cutting and Patching, General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
  - 1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during installation or cutting and patching operations, by methods and with materials so as not to void existing warranties.
- C. Temporary Support: Provide temporary support of work to be cut.
- D. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- E. Adjacent Occupied Areas: Where interference with use of adjoining areas or interruption of free passage to adjoining areas is unavoidable, coordinate cutting and patching according to requirements in Section 011000 "Summary."
- F. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to interruption to occupied areas.

- G. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
  - 1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
  - 2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
  - 3. : Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
  - 4. Excavating and Backfilling: Comply with requirements in applicable Sections where required by cutting and patching operations.
  - 5. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
  - 6. Proceed with patching after construction operations requiring cutting are complete.
  
- H. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other work. Patch with durable seams that are as invisible as practicable. Provide materials and comply with installation requirements specified in other Sections, where applicable.
  - 1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate physical integrity of installation.
  - 2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will minimize evidence of patching and refinishing.
  - 3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
  - 4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
  - 5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition and ensures thermal and moisture integrity of building enclosure.
  
- I. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

### 3.7 PROGRESS CLEANING

- A. General: Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
  - 1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
  - 2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 deg F (27 deg C).

3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
    - a. Use containers intended for holding waste materials of type to be stored.
  4. 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
- 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 ensure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.
- 3.8 STARTING AND ADJUSTING
- A. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
  - B. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.

- C. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- D. Manufacturer's Field Service: Comply with qualification requirements in Section 014000 "Quality Requirements."

3.9 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.
- B. Protection of Existing Items: Provide protection and ensure that existing items to remain undisturbed by construction are maintained in condition that existed at commencement of the Work.
- C. Comply with manufacturer's written instructions for temperature and relative humidity.

END OF SECTION 017300

SECTION 017419 - CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for the following:
  - 1. Salvaging nonhazardous waste.
  - 2. Recycling nonhazardous waste.
  - 3. Handling or demolished lab fixtures, equipment and materials that have been sampled and tested and cleared as nonhazardous for disposal.
  - 4. Disposing of nonhazardous waste.
- B. Related Requirements:
  - 1. Section 024100 "Demolition" for disposition of waste resulting from partial demolition of buildings, structures, and site improvements.

1.2 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.
- D. Recycle: Recovery of demolition or construction waste for subsequent processing in preparation for reuse.
- E. Salvage: Recovery of demolition or construction waste and subsequent sale or reuse in another facility.
- F. Salvage and Reuse: Recovery of demolition or construction waste and subsequent incorporation into the Work.

1.3 PERFORMANCE REQUIREMENTS

- A. General: Achieve end-of-Project rates for salvage/recycling of 0 percent by weight of total non-hazardous solid waste generated by the Work.

1.4 INFORMATIONAL SUBMITTALS

- A. Landfill and Incinerator Disposal Records: Indicate receipt and acceptance of waste by landfills and incinerator facilities licensed to accept them. Include manifests, weight tickets, receipts, and invoices.

1.5 QUALITY ASSURANCE

- A. Waste Management Coordinator Qualifications: Experienced firm, with a record of successful waste management coordination of projects with similar requirements.

1.6 WASTE MANAGEMENT PLAN

- A. General: Develop a waste management plan according to ASTM E 1609 and requirements in this Section. Plan shall consist of waste identification plan.

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.
- B. Personnel Protective Equipment (PPE) consisting of disposable coverall, eye protection and gloves shall be worn at all times by all contractors during the demolition and disposal portions of the project. Even equipment that has been cleaned, sampled and cleared for regular disposal shall be handled with PPE worn.
- C. In order for the contractor(s) to enter the area to begin the renovation, the following items must be completed by the owner (contractor work where noted) prior to release of the area to the contractor:
  - 1. The existing lab shall be shut down and all lab equipment that is portable and not part of the construction work shall be removed and stored by the owner.
  - 2. All existing chemicals, lab ware and computers shall be removed and stored by the owner.
  - 3. All existing lab casework, fume hoods and related duct systems and exhaust fans shall be completely washed down and decontaminated by the owner and University EHS office personnel. The contractor shall disconnect fume hood duct connections on top and disconnect plumbing connections to allow hood removal but no duct demolition shall occur yet. Plumbing waste P-traps shall be thoroughly flushed with clean water and then removed by the contractor for disposal. Temporarily cap waste rough in for connection of new hood or fixtures. All decontaminated items that have been sampled and tested and



found to be acceptable for standard disposal shall be released to the contractor for removal and disposal. If after cleaning and testing any equipment or items are found to not be acceptable then those items shall be removed and disposed of by NMSU CEMRC.

- D. Training: Train workers, subcontractors, and suppliers on proper waste management procedures, as appropriate for the Work occurring at Project site.
  - 1. Conduct pre-demolition meetings to review the demolition and waste management plan to everyone concerned.
  - 2. Distribute waste management plan to entities when they first begin work on-site. Review plan procedures and locations established for sampling, testing and disposal of equipment.
- E. Site Access and Temporary Controls: Conduct waste management operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
  - 1. Designate and label specific areas on Project site necessary for separating materials that are to be salvaged, recycled, reused, donated, and sold.
  - 2. Comply with Section 015000 "Temporary Facilities and Controls" for controlling dust and dirt, environmental protection, and noise control.

### 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. As noted in Special Demolition Notes, lab fixtures and equipment that have not been cleared for disposal shall be disposed of by NMSU CEMRC.
  - 2. Except as otherwise specified, do not allow waste materials that are to be disposed of accumulate on-site.
  - 3. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
- B. Burning: Do not burn waste materials.
- C. Burning: Burning of waste materials is permitted only at designated areas on Owner's property, provided required permits are obtained. Provide full-time monitoring for burning materials until fires are extinguished.
- D. Disposal: Remove waste materials and dispose of at designated spoil areas on Owner's property.
- E. Disposal: Remove waste materials from Owner's property and legally dispose of them.

END OF SECTION 017419

SECTION 017700 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
  - 1. Substantial Completion procedures.
  - 2. Final completion procedures.
  - 3. Warranties.
  - 4. Final cleaning.
  - 5. Repair of the Work.
- B. Related Requirements:
  - 1. Section 017823 "Operation and Maintenance Data" for additional operation and maintenance manual requirements.
  - 2. Section 017839 "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
  - 3. Section 017900 "Demonstration and Training" for requirements to train the Owner's maintenance personnel to adjust, operate, and maintain products, equipment, and systems.

1.2 ACTION SUBMITTALS

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

1.3 CLOSEOUT SUBMITTALS

- A. Certificates of Release: From authorities having jurisdiction.
- B. Certificate of Insurance: For continuing coverage.
- C. Field Report: For pest control inspection.

1.4 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 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, damage or settlement surveys, property surveys, and similar final record information.
  - 3. Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
  - 4. Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by . Label with manufacturer's name and model number.
  - 5. Submit testing, adjusting, and balancing records.
  - 6. Submit sustainable design submittals not previously submitted.
  - 7. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
- C. Procedures Prior to Substantial Completion: Complete the following a minimum of days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
  - 1. Advise Owner of pending insurance changeover requirements.
  - 2. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
  - 3. Complete startup and testing of systems and equipment.
  - 4. Perform preventive maintenance on equipment used prior to Substantial Completion.
  - 5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training video recordings specified in Section 017900 "Demonstration and Training."
  - 6. Advise Owner of changeover in utility services.
  - 7. Participate with Owner in conducting inspection and walkthrough with local emergency responders.
  - 8. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
  - 9. Complete final cleaning requirements.
  - 10. Touch up paint 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 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.

## 1.5 FINAL COMPLETION PROCEDURES

- A. Submittals Prior to Final Completion: Before requesting final inspection for determining final completion, complete the following:
1. Submit a final Application for Payment according to Section 012900 "Payment Procedures."
  2. Certified List of Incomplete Items: Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
  3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.
  4. Submit pest-control final inspection report.
- 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.

## 1.6 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,.
  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. PDF electronic file. Architect will return annotated file.
    - c. Web-based project software upload. Utilize software feature for creating and updating list of incomplete items (punch list).
    - d. paper copies. Architect will return copies.

## 1.7 SUBMITTAL OF PROJECT WARRANTIES

- A. Time of Submittal: Submit written warranties on request of Architect for designated portions of the Work where warranties are indicated to commence on dates other than date of Substantial Completion, 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.
- C. Warranty Electronic File: Provide warranties and bonds in PDF format. Assemble complete warranty and bond submittal package into a single electronic PDF file with bookmarks enabling navigation to each item. Provide bookmarked table of contents at beginning of document.
- D. Warranties in Paper Form:
  - 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.
- E. Provide additional copies of each warranty to include in operation and maintenance manuals.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

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

## PART 3 - EXECUTION

### 3.1 FINAL CLEANING

- A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
  - 1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a 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. 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.
  - c. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
  - d. Sweep concrete floors broom clean in unoccupied spaces.
  - e. Vacuum carpet and similar soft surfaces, removing debris and excess nap; clean according to manufacturer's recommendations if visible soil or stains remain.
  - f. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
  - g. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
  - h. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency.
  - i. Leave Project clean and ready for occupancy.
- C. Pest Control: Comply with pest control requirements in Section 015000 "Temporary Facilities and Controls." Prepare written report.
- D. Construction Waste Disposal: Comply with waste disposal requirements in

### 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.

END OF SECTION 017700

SECTION 017823 - OPERATION AND MAINTENANCE DATA

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for preparing operation and maintenance manuals, including the following:
  - 1. Operation and maintenance documentation directory manuals.
  - 2. Systems and equipment operation manuals.
  - 3. Systems and equipment maintenance manuals.
  - 4. Product maintenance manuals.

1.2 CLOSEOUT SUBMITTALS

- A. Submit operation and maintenance manuals indicated. Provide content for each manual as specified in individual Specification Sections, and as reviewed and approved at the time of Section submittals. Submit reviewed manual content formatted and organized as required by this Section.
  - 1. Architect will comment on whether content of operation and maintenance submittals is acceptable.
  - 2. Where applicable, clarify and update reviewed manual content to correspond to revisions and field conditions.
- B. Format: Submit operation and maintenance manuals in the following format:
  - 1. Submit electronically 1 copy in pdf format. Enable reviewer comments on draft submittals.
- C. Final Manual Submittal: Submit each manual in final form prior to requesting inspection for Substantial Completion and at least 10 days before commencing demonstration and training. Architect will return copy with comments.
  - 1. Correct or revise each manual to comply with Architect's comments. Submit copies of each corrected manual within 10 days of receipt of Architect's comments and prior to commencing demonstration and training.
- D. Comply with Section 017700 "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

1.3 FORMAT OF OPERATION AND MAINTENANCE MANUALS

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

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

B. Manuals, Paper Copy: Submit manuals in the form of hard-copy, bound and labeled volumes.

1. Binders: Heavy-duty, three-ring, vinyl-covered, binders, in thickness necessary to accommodate contents, sized to hold 8-1/2-by-11-inch (215-by-280-mm) paper; with clear plastic sleeve on spine to hold label describing contents and with pockets inside covers to hold folded oversize sheets.
2. Drawings: Attach reinforced, punched binder tabs on drawings and bind with text.
  - a. If oversize drawings are necessary, fold drawings to same size as text pages and use as foldouts.
  - b. If drawings are too large to be used as foldouts, fold and place drawings in labeled envelopes and bind envelopes in rear of manual. At appropriate locations in manual, insert typewritten pages indicating drawing titles, descriptions of contents, and drawing locations.

1.4 REQUIREMENTS FOR OPERATION, AND MAINTENANCE MANUALS

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

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

B. Title Page: Include the following information:

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



- C. Table of Contents: List each product included in manual, identified by product name, indexed to the content of the volume, and cross-referenced to Specification Section number in Project Manual.
- D. Manual Contents: Organize into sets of manageable size. Arrange contents alphabetically by system, subsystem, and equipment. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.
- E. Identification: In the documentation directory and in each operation and maintenance manual, identify each system, subsystem, and piece of equipment with same designation used in the Contract Documents. If no designation exists, assign a designation according to ASHRAE Guideline 4, "Preparation of Operating and Maintenance Documentation for Building Systems."

#### 1.5 SYSTEMS AND EQUIPMENT OPERATION MANUALS

- A. Systems and Equipment Operation Manual: Assemble a complete set of data indicating operation of each system, subsystem, and piece of equipment not part of a system. Include information required for daily operation and management, operating standards, and routine and special operating procedures.
- B. Content: In addition to requirements in this Section, include operation data required in individual Specification Sections and the following information:
  - 1. System, subsystem, and equipment descriptions. Use designations for systems and equipment indicated on Contract Documents.
  - 2. Performance and design criteria if Contractor has delegated design responsibility.
  - 3. Operating standards.
  - 4. Operating procedures.
  - 5. Operating logs.
  - 6. Wiring diagrams.
  - 7. Control diagrams.
  - 8. Piped system diagrams.
  - 9. Precautions against improper use.
  - 10. License requirements including inspection and renewal dates.
- C. Descriptions: Include the following:
  - 1. Product name and model number. Use designations for products indicated on Contract Documents.
  - 2. Manufacturer's name.
  - 3. Equipment identification with serial number of each component.
  - 4. Equipment function.
  - 5. Operating characteristics.
  - 6. Limiting conditions.
  - 7. Performance curves.
  - 8. Engineering data and tests.
  - 9. Complete nomenclature and number of replacement parts.
- D. Operating Procedures: Include the following, as applicable:

1. Startup procedures.
  2. Equipment or system break-in procedures.
  3. Routine and normal operating instructions.
  4. Regulation and control procedures.
  5. Instructions on stopping.
  6. Normal shutdown instructions.
  7. Seasonal and weekend operating instructions.
  8. Required sequences for electric or electronic systems.
  9. Special operating instructions and procedures.
- E. Systems and Equipment Controls: Describe the sequence of operation, and diagram controls as installed.
- F. Piped Systems: Diagram piping as installed, and identify color coding where required for identification.

#### 1.6 SYSTEMS AND EQUIPMENT MAINTENANCE MANUALS

- A. Systems and Equipment Maintenance Manuals: Assemble a complete set of data indicating maintenance of each system, subsystem, and piece of equipment not part of a system. Include manufacturers' maintenance documentation, preventive maintenance procedures and frequency, repair procedures, wiring and systems diagrams, lists of spare parts, and warranty information.
- B. Content: For each system, subsystem, and piece of equipment not part of a system, include source information, manufacturers' maintenance documentation, maintenance procedures, maintenance and service schedules, spare parts list and source information, maintenance service contracts, and warranties and bonds, as described below.
- C. Manufacturers' Maintenance Documentation: Include the following information for each component part or piece of equipment:
1. Standard maintenance instructions and bulletins; include only sheets pertinent to product or component installed. Mark each sheet to identify each product or component incorporated into the Work. If data include more than one item in a tabular format, identify each item using appropriate references from the Contract Documents. Identify data applicable to the Work and delete references to information not applicable.
    - a. Prepare supplementary text if manufacturers' standard printed data are not available and where the information is necessary for proper operation and maintenance of equipment or systems.
  2. Drawings, diagrams, and instructions required for maintenance, including disassembly and component removal, replacement, and assembly.
  3. Identification and nomenclature of parts and components.
  4. List of items recommended to be stocked as spare parts.
- D. Maintenance Procedures: Include the following information and items that detail essential maintenance procedures:
1. Test and inspection instructions.

2. Troubleshooting guide.
  3. Precautions against improper maintenance.
  4. Disassembly; component removal, repair, and replacement; and reassembly instructions.
  5. Aligning, adjusting, and checking instructions.
  6. Demonstration and training video recording, if available.
- E. Maintenance and Service Schedules: Include service and lubrication requirements, list of required lubricants for equipment, and separate schedules for preventive and routine maintenance and service with standard time allotment.
- F. Spare Parts List and Source Information: Include lists of replacement and repair parts, with parts identified and cross-referenced to manufacturers' maintenance documentation and local sources of maintenance materials and related services.
- G. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
1. Include procedures to follow and required notifications for warranty claims.
- H. Drawings: Prepare drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these drawings with information contained in record Drawings to ensure correct illustration of completed installation.

#### 1.7 PRODUCT MAINTENANCE MANUALS

- A. Product Maintenance Manual: Assemble a complete set of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.
- B. Content: Organize manual into a separate section for each product, material, and finish. Include source information, product information, maintenance procedures, repair materials and sources, and warranties and bonds, as described below.
- C. Product Information: Include the following, as applicable:
1. Product name and model number.
  2. Manufacturer's name.
  3. Color, pattern, and texture.
  4. Material and chemical composition.
  5. Reordering information for specially manufactured products.
- D. Maintenance Procedures: Include manufacturer's written recommendations and the following:
1. Inspection procedures.
  2. Types of cleaning agents to be used and methods of cleaning.
  3. List of cleaning agents and methods of cleaning detrimental to product.
  4. Schedule for routine cleaning and maintenance.
  5. Repair instructions.

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- E. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.
- F. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
  - 1. Include procedures to follow and required notifications for warranty claims.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 017823

SECTION 017839 - PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for project record documents, including the following:
  - 1. Record Drawings.
  - 2. Record Specifications.
  - 3. Record Product Data.
- B. Related Requirements:
  - 1. Section 017300 "Execution" for final property survey.
  - 2. Section 017823 "Operation and Maintenance Data" for operation and maintenance manual requirements.

1.2 CLOSEOUT SUBMITTALS

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

1.3 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.
    - d. Record and check the markup before enclosing concealed installations.
    - e. Cross-reference record prints to corresponding photographic documentation.
  2. Content: Types of items requiring marking include, but are not limited to, the following:
    - a. Dimensional changes to Drawings.
    - b. Revisions to details shown on Drawings.
    - c. Depths of foundations.
    - d. Locations and depths of underground utilities.
    - e. Revisions to routing of piping and conduits.
    - f. Revisions to electrical circuitry.
    - g. Actual equipment locations.
    - h. Duct size and routing.
    - i. Locations of concealed internal utilities.
    - j. Changes made by Change Order or Change Directive.
    - k. Changes made following Architect's written orders.
    - l. Details not on the original Contract Drawings.
    - m. Field records for variable and concealed conditions.
    - n. Record information on the Work that is shown only schematically.
  3. Mark the Contract Drawings and Shop Drawings completely and accurately. Use personnel proficient at recording graphic information in production of marked-up record prints.
  4. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.
  5. Mark important additional information that was either shown schematically or omitted from original Drawings.
  6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.
- 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: Annotated PDF electronic file.

3. Incorporate changes and additional information previously marked on record prints. Delete, redraw, and add details and notations where applicable.
  4. Refer instances of uncertainty to Architect for resolution.
  5. Architect will furnish Contractor with one set of digital data files of the Contract Drawings for use in recording information.
    - a. See Section 013100 "Project Management and Coordination" for requirements related to use of Architect's digital data files.
    - b. Architect will provide data file layer information. Record markups in separate layers.
- C. Format: Identify and date each record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
1. Record Prints: Organize record prints into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
  2. Format: Annotated PDF electronic file.
  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.

#### 1.4 RECORD SPECIFICATIONS

- A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.
1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
  2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
  3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.
  4. For each principal product, indicate whether record Product Data has been submitted in operation and maintenance manuals instead of submitted as record Product Data.
  5. Note related Change Orders and record Drawings where applicable.
- B. Format: Submit record Specifications as PDF files.

1.5 RECORD PRODUCT DATA

- 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. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.
  - 1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
  - 2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
  - 3. Note related Change Orders and record Drawings where applicable.
- C. Format: Submit record Product Data as PDF files.
  - 1. Include record Product Data directory organized by Specification Section number and title, electronically linked to each item of record Product Data.

1.6 MAINTENANCE OF RECORD DOCUMENTS

- A. Maintenance of Record Documents: Store record documents 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.

PART 2 - PRODUCTS

PART 3 - EXECUTION

END OF SECTION 017839



SECTION 017900 - DEMONSTRATION AND TRAINING

PART 1 - GENERAL

1.1 SUMMARY

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

1.2 INFORMATIONAL SUBMITTALS

- A. Instruction Program: Submit outline of instructional program for demonstration and training, including a list of training modules and a schedule of proposed dates, times, length of instruction time, and instructors' names for each training module. Include learning objective and outline for each training module.
  - 1. Indicate proposed training modules using manufacturer-produced demonstration and training video recordings for systems, equipment, and products in lieu of video recording of live instructional module.

1.3 CLOSEOUT SUBMITTALS

- A. Demonstration and Training Video Recordings: Submit 1copies within 14 days of end of each training module.
  - 1. At completion of training, submit complete training manual(s) for Owner's use prepared in same format required for operation and maintenance manuals specified in Section 017823 "Operation and Maintenance Data."

1.4 QUALITY ASSURANCE

- A. Facilitator Qualifications: A firm or individual experienced in training or educating maintenance personnel in a training program similar in content and extent to that indicated for this Project, and whose work has resulted in training or education with a record of successful learning performance.
- B. Instructor Qualifications: A factory-authorized service representative, complying with requirements in Section 014000 "Quality Requirements," experienced in operation and maintenance procedures and training.
- C. Preinstruction Conference: Conduct conference at Project site to comply with requirements in Section 013100 "Project Management and Coordination."

1.5 COORDINATION

- A. Coordinate instruction schedule with Owner's operations. Adjust schedule as required to minimize disrupting Owner's operations and to ensure availability of Owner's personnel.
- B. Coordinate instructors, including providing notification of dates, times, length of instruction time, and course content.
- C. Coordinate content of training modules with content of approved emergency, operation, and maintenance manuals. Do not submit instruction program until operation and maintenance data have been reviewed and approved by Architect.

1.6 INSTRUCTION PROGRAM

- A. Program Structure: Develop an instruction program that includes individual training modules for each system and for equipment not part of a system, as required by individual Specification Sections.
- B. Training Modules: Develop a learning objective and teaching outline for each module. Include a description of specific skills and knowledge that participant is expected to master. For each module, include instruction for the following as applicable to the system, equipment, or component:
  - 1. Basis of System Design, Operational Requirements, and Criteria: Include the following:
    - a. System, subsystem, and equipment descriptions.
    - b. Performance and design criteria if Contractor is delegated design responsibility.
    - c. Operating standards.
    - d. Regulatory requirements.
    - e. Equipment function.
    - f. Operating characteristics.
    - g. Limiting conditions.
    - h. Performance curves.
  - 2. Documentation: Review the following items in detail:
    - a. Emergency manuals.
    - b. Systems and equipment operation manuals.
    - c. Systems and equipment maintenance manuals.
    - d. Product maintenance manuals.
    - e. Project Record Documents.
    - f. Identification systems.
    - g. Warranties and bonds.
    - h. Maintenance service agreements and similar continuing commitments.
  - 3. Emergencies: Include the following, as applicable:
    - a. Instructions on meaning of warnings, trouble indications, and error messages.
    - b. Instructions on stopping.
    - c. Shutdown instructions for each type of emergency.

- d. Operating instructions for conditions outside of normal operating limits.
  - e. Sequences for electric or electronic systems.
  - f. Special operating instructions and procedures.
4. Operations: Include the following, as applicable:
- a. Startup procedures.
  - b. Equipment or system break-in procedures.
  - c. Routine and normal operating instructions.
  - d. Regulation and control procedures.
  - e. Control sequences.
  - f. Safety procedures.
  - g. Instructions on stopping.
  - h. Normal shutdown instructions.
  - i. Operating procedures for emergencies.
  - j. Operating procedures for system, subsystem, or equipment failure.
  - k. Seasonal and weekend operating instructions.
  - l. Required sequences for electric or electronic systems.
  - m. Special operating instructions and procedures.
5. Adjustments: Include the following:
- a. Alignments.
  - b. Checking adjustments.
  - c. Noise and vibration adjustments.
  - d. Economy and efficiency adjustments.
6. Troubleshooting: Include the following:
- a. Diagnostic instructions.
  - b. Test and inspection procedures.
7. Maintenance: Include the following:
- a. Inspection procedures.
  - b. Types of cleaning agents to be used and methods of cleaning.
  - c. List of cleaning agents and methods of cleaning detrimental to product.
  - d. Procedures for routine cleaning.
  - e. Procedures for preventive maintenance.
  - f. Procedures for routine maintenance.
  - g. Instruction on use of special tools.
8. Repairs: Include the following:
- a. Diagnosis instructions.
  - b. Repair instructions.
  - c. Disassembly; component removal, repair, and replacement; and reassembly instructions.
  - d. Instructions for identifying parts and components.
  - e. Review of spare parts needed for operation and maintenance.

1.7 PREPARATION

- A. Assemble educational materials necessary for instruction, including documentation and training module. Assemble training modules into a training manual organized in coordination with requirements in Section 017823 "Operation and Maintenance Data."
- B. Set up instructional equipment at instruction location.

1.8 INSTRUCTION

- A. All training and instructional sessions shall be videotaped (digital format).
- B. Facilitator: Engage a qualified facilitator to prepare instruction program and training modules, to coordinate instructors, and to coordinate between Contractor and Owner for number of participants, instruction times, and location.
- C. Engage qualified instructors to instruct Owner's personnel to adjust, operate, and maintain systems, subsystems, and equipment not part of a system.
- D. Scheduling: Provide instruction at mutually agreed-on times. For equipment that requires seasonal operation, provide similar instruction at start of each season.
  - 1. Schedule training with Owner with at least 21 days' advance notice.
- E. Training Location and Reference Material: Conduct training on-site in the completed and fully operational facility using the actual equipment in-place. Conduct training using final operation and maintenance data submittals.
- F. Evaluation: At conclusion of each training module, assess and document each participant's mastery of module by use of performance-based test.
- G. Cleanup: Collect used and leftover educational materials. Remove instructional equipment. Restore systems and equipment to condition existing before initial training use.

PART 2 - PRODUCTS

PART 3 - EXECUTION

END OF SECTION 017900

SECTION 02 41 00 DEMOLITION

PART 1 - GENERAL

1.1 SUMMARY

- A. Furnish labor, materials, tools, equipment, and services for Demolition, as indicated, in accordance with provisions of Contract Documents.
- B. Completely coordinate with work of other trades.

1.2 QUALITY ASSURANCE

- A. Conduct work in accordance with OSHA and EPA requirements.
- B. National Fire Protection Association (NFPA):
  - 1. NFPA 241 Standards for Safeguarding Construction, Alteration, and Demolition Operations.
- C. Use only firms or individual trades qualified to perform work required under this section.

1.3 DESCRIPTION

- A. Work includes:
  - 1. Demolition of structures indicated.
  - 2. Removal of demolition debris.
  - 3. Recycling of construction debris.
  - 4. Protection of construction to remain, including:
    - a. Utilities.
    - b. Other items indicated.
- B. Condition of existing structures to be demolished:
  - 1. Owner assumes no responsibility for actual condition of structures to be demolished.
  - 2. Owner will maintain building conditions existing at time of inspection for bidding purposes insofar as practicable.

1.4 JOB CONDITIONS

- A. Perform preliminary investigations as required to ascertain extent of work.
  - 1. Conditions apparent by such investigation will not be allowed as cause for claims for extra costs.
- B. Before start of work, obtain and pay for permits required by authorities having jurisdiction and notify interested utilities companies.
- C. Obtain approval of authorities having jurisdiction for work which affects existing exit ways, exit stairs, means of egress, or access to, or exit from areas.
  - 1. Review with and obtain approval of authorities for temporary construction which affects such areas.
  - 2. Obtain approval of fire authorities.
- D. Separate, store and dispose of hazardous materials and toxic wastes in accordance with local and EPA regulations and additional criteria listed below:
  - 1. Disposal of fluorescent light tubes in open containers is not permitted.
  - 2. Disposal of ballasts and other building elements containing PCBs in open containers is not permitted.
  - 3. Disposal of building elements containing mercury in open containers is not permitted.

PART 2 - PRODUCTS - NOT USED

PART 3 - EXECUTION

3.1 PHASING OF WORK AND SPECIAL DEMOLITION NOTES

- A. The scheduling and coordination of the construction work shall be reviewed with the owner and contractor to develop a calendar to define the dates and time periods for the various project work items. The following notes present an outline of necessary functions and “timing” considerations that need to be followed. Refer to related notes and specification sections for the various alternates for work.
- B. The facility is occupied and will be occupied for the duration of the project.

3.2 POLLUTION CONTROLS

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by demolition operations.
- B. Return adjacent areas to condition existing prior to start of work.

3.3 ITEMS TO BE SALVAGED FOR OWNER

- A. Remove salvage items at appropriate stage of demolition, but early enough to prevent damage to them by demolition operations:
  - 1. Coordinate with Owner items Owner wishes to save.
- B. Remove salvage items as a unit:
  - 1. Clean, list, and tag for storage.
  - 2. Protect from damage.
  - 3. Salvage each item with auxiliary or associated equipment required for operation.
  - 4. Store in building designated by Owner.

3.4 ITEMS SALVAGED FOR CONTRACTOR

- A. Items of salvage value to Contractor may be removed from structure as work progresses.
- B. Transport salvaged items from site as they are removed.
- C. Storage or sale of removed items not permitted on site.

3.5 ITEMS TO BE REMOVED FOR RE-INSTALLATION IN PROJECT

- A. Remove items designated for re-use:
  - 1. Tag, protect from damage, store if required, and deliver to locations designated.
  - 2. Brace motors attached to flexible mountings until reinstallation.

3.6 GENERAL DEMOLITION PROCEDURES

- A. Demolition of entire portions of structures:
  - 1. Demolish completely and remove from site.
  - 2. Use such methods as required to complete work within limitations of governing regulations.
  - 3. Coordinate with Owner and utility suppliers for shut-off of utilities serving each building.
  - 4. Disconnect and seal utilities before commencement of demolition.
- B. Start and complete work as established by approved schedule.
- C. Operational procedures and sequence of work are optional provided schedule is maintained.

- D. Protect property to remain:
  - 1. Repair damage caused by demolition, at no cost to Owner.
  - 2. Conduct operations to prevent damage by falling debris or other cause to adjacent buildings, structures, and other facilities as well as persons.
  - 3. Provide interior and exterior shoring, bracing, or support to prevent movement, settlement or collapse of structures.
- E. Conduct operations to insure minimum interference with roads, walks, entrances, exits, and other adjacent occupied facilities.
  - 1. Do not close or obstruct private drives, walks or other occupied or used facilities unless approved in writing.
  - 2. Do not close or obstruct public thoroughfares or walks unless approved by authorities having jurisdiction.
  - 3. Do not obstruct exits from existing facilities without approval of authorities having jurisdiction.
  - 4. Provide alternate routes around closed or obstructed traffic ways.
- F. Provide covered passageways where necessary to ensure safe passage of persons in or near areas of work.
- G. Provide barricades and safety lights as required.
- H. Maintain existing utilities that are indicated to remain.
  - 1. Keep in service and protect against damage during demolition.
  - 2. Do not interrupt existing utilities serving occupied or facilities in use, except as authorized by Owner.
  - 3. Provide temporary services during interruptions to existing utilities, as acceptable to Owner.
- I. Structural demolition:
  - 1. Demolish concrete and masonry in small sections.
  - 2. Perform removal to avoid excessive loads on supporting walls, floors or framing.

### 3.7 PROTECTION OF OCCUPIED FACILITIES TO REMAIN

- A. Protect occupants from injury and discomfort.
- B. Provide temporary dustproof partitions between demolition areas and occupied areas.
  - 1. In public areas use clean, painted, 1/2 inch thick plywood.
  - 2. Utilize fire rated construction where required by Authorities Having Jurisdiction,
- C. Provide temporary weather protection and insulation to prevent damage to existing facilities and discomfort to persons in occupied areas.
  - 1. Insulation value: R 19.

### 3.8 CLEAN-UP AND DISPOSAL OF DEMOLITION MATERIALS

- A. Remove debris, rubbish, and materials resulting from demolition operations.
  - 1. Remove and legally dispose of off site.
  - 2. Do not burn materials on site.

- B. Dispose of items and materials not designated for Owner salvage or reuse.
  - 1. Promptly remove from site.
  - 2. Do not store or sell Contractor salvaged items or materials on site.
- C. Clean up other debris resulting from this work.

END OF SECTION



SECTION 02 4118 - CUTTING AND PATCHING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes procedural requirements for cutting and patching.
- B. Related Sections include the following:
  1. Division 1 Section "Selective Demolition" for demolition of selected portions of the building for alterations.
  2. Division 7 Section "Through-Penetration Firestop Systems" for patching fire-rated construction.
  3. Divisions 2 through 16 Sections for specific requirements and limitations applicable to cutting and patching individual parts of the Work.

1.3 DEFINITIONS

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

1.4 SUBMITTALS

- A. Cutting and Patching Proposal: Submit a proposal describing procedures at least 10 days before the time cutting and patching will be performed, requesting approval to proceed. Include the following information:
  1. Extent: Describe cutting and patching, show how they will be performed, and indicate why they cannot be avoided.
  2. Changes to Existing Construction: Describe anticipated results. Include changes to structural elements and operating components as well as changes in building's appearance and other significant visual elements.
  3. Products: List products to be used and firms or entities that will perform the Work.
  4. Dates: Indicate when cutting and patching will be performed.
  5. Utilities: List utilities that cutting and patching procedures will disturb or affect. List utilities that will be relocated and those that will be temporarily out of service. Indicate how long service will be disrupted.
  6. Structural Elements: Where cutting and patching involve adding reinforcement to structural elements, submit details and engineering calculations showing integration of reinforcement with original structure.
  7. Architect's Approval: Obtain approval of cutting and patching proposal before cutting and patching. Approval does not waive right to later require removal and replacement of unsatisfactory work.

1.5 QUALITY ASSURANCE

- A. Structural Elements: Do not cut and patch structural elements in a manner that could change their load-carrying capacity or load-deflection ratio.
- B. Operational Elements: Do not cut and patch the following operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety.
  1. Primary operational systems and equipment.
  2. Air or smoke barriers.
  3. Fire-protection systems.
  4. Control systems.
  5. Communication systems.
  6. Conveying systems.
  7. Electrical wiring systems.
  8. Operating systems of special construction in Division 13 Sections.

- C. Miscellaneous Elements: Do not cut and patch the following elements or related components in a manner that could change their load-carrying capacity, that results in reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety.
    - 1. Water, moisture, or vapor barriers.
    - 2. Membranes and flashings.
    - 3. Exterior curtain-wall construction.
    - 4. Equipment supports.
    - 5. Piping, ductwork, vessels, and equipment.
    - 6. Noise- and vibration-control elements and systems.
  - D. Visual Requirements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch construction exposed on the exterior or in occupied spaces in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
    - 1. If possible, retain original Installer or fabricator to cut and patch exposed Work listed below. If it is impossible to engage original Installer or fabricator, engage another recognized, experienced, and specialized firm.
      - a. Processed concrete finishes.
      - b. Stonework and stone masonry.
      - c. Ornamental metal.
      - d. Matched-veneer woodwork.
      - e. Preformed metal panels.
      - f. Roofing.
      - g. Firestopping.
      - h. Window wall system.
      - i. EIFS wall finishes.
      - j. Floor finishesTerrazzo.
      - k. Wall covering.
      - l. HVAC enclosures, cabinets, or covers..>
  - E. Cutting and Patching Conference: Before proceeding, meet at Project site with parties involved in cutting and patching, including mechanical and electrical trades. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.
- 1.6 WARRANTY
- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during cutting and patching operations, by methods and with materials so as not to void existing warranties.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- A. General: Comply with requirements specified in other Sections of these Specifications.
- B. Existing Materials: Use materials identical to existing materials. For exposed surfaces, use materials that visually match existing adjacent surfaces to the fullest extent possible.
  - 1. If identical materials are unavailable or cannot be used, use materials that, when installed, will match the visual and functional performance of existing materials.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine surfaces to be cut and patched and conditions under which cutting and patching are to be performed.
  - 1. Compatibility: Before patching, verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.
  - 2. Proceed with installation only after unsafe or unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Temporary Support: Provide temporary support of Work to be cut.

## **CUTTING AND PATCHING**

- B. Protection: Protect existing 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.
- C. Adjoining Areas: Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.
- D. Existing Services: Where existing services are required to be removed, relocated, or abandoned, bypass such services before cutting to minimize and/or avoid interruption of services to occupied areas.

3.3 PERFORMANCE

- A. 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 existing 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. Cutting: Cut existing 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 as small as possible, neatly to size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
  - 2. Existing Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
  - 3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
  - 4. Excavating and Backfilling: Comply with requirements in applicable Division 2 Sections where required by cutting and patching operations.
  - 5. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
  - 6. Proceed with patching after construction operations requiring cutting are complete.
- C. 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 possible. Provide materials and comply with installation requirements specified in other Sections of these Specifications.
  - 1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate 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 eliminate evidence of patching and refinishing.
  - 3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove existing floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
    - a. Where patching occurs in a painted surface, apply primer and intermediate paint coats 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. Ceilings: Patch, repair, or rehang existing ceilings as necessary to provide an even-plane surface of uniform appearance.

END OF SECTION

## SECTION 07 9200 - JOINT SEALANTS

PART 1 - GENERAL

## 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

## 1.2 SUMMARY

- A. This Section includes sealants for the following applications, including those specified by reference to this Section:

1. Exterior joints in the following vertical surfaces and non-traffic horizontal surfaces:
  - a. Control and expansion joints in cast-in-place concrete.
  - b. Control and expansion joints in unit masonry.
  - c. Joints in exterior insulation and finish systems.
  - d. Perimeter joints between materials listed above and frames of doors and windows.
  - e. Joints between different materials listed above.
  - f. Other joints as indicated.
2. Interior joints in the following vertical surfaces and horizontal non-traffic surfaces:
  - a. Control and expansion joints on exposed interior surfaces of exterior walls.
  - b. Perimeter joints of exterior openings where indicated.
  - c. Tile control and expansion joints.
  - d. Vertical control joints on exposed surfaces of interior unit masonry and concrete walls and partitions.
  - e. Perimeter joints between interior wall surfaces and frames of interior doors, windows, and elevator entrances.
  - f. Joints between plumbing fixtures and adjoining walls, floors, and counters.
  - g. Other joints as indicated.
3. Interior joints in the following horizontal traffic surfaces:
  - a. Control and expansion joints in cast-in-place concrete slabs.
  - b. Control and expansion joints in tile flooring.
  - c. Other joints as indicated.

- B. Related Sections include the following:

1. Division 4 Section "Unit Masonry" for masonry control and expansion joint fillers and gaskets.
2. Division 7 Section "Firestopping" for fire-resistant building joint-sealant systems.
3. Division 8 Section "Glazing" for glazing sealants.
4. Division 9 Section "Gypsum Board Assemblies" for sealing perimeter joints of gypsum board partitions to reduce sound transmission.

## 1.3 PERFORMANCE REQUIREMENTS

- A. Provide elastomeric joint sealants that establish and maintain watertight and airtight continuous joint seals without staining or deteriorating joint substrates.

## 1.4 SUBMITTALS

- A. Product Data: For each joint-sealant product indicated.
- B. Samples for Initial Selection: Manufacturer's color charts consisting of strips of cured sealants showing the full range of colors available for each product exposed to view.
- C. Samples for Verification: For each type and color of joint sealant required. Install joint sealants in 1/2-inch- wide joints formed between two 6-inch- long strips of material matching the appearance of exposed surfaces adjacent to joint sealants.
- D. Product Certificates: Signed by manufacturers of joint sealants certifying that products furnished comply with requirements and are suitable for the use indicated.
- E. Qualification Data: For firms and persons specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include lists of completed projects with project names and addresses, names and addresses of architects and owners, and other information specified.

- F. Warranties: Special warranties specified in this Section.
- 1.5 QUALITY ASSURANCE
- A. Installer Qualifications: An experienced installer who has specialized in installing joint sealants similar in material, design, and extent to those indicated for this Project and whose work has resulted in joint-sealant installations with a record of successful in-service performance.
- B. Source Limitations: Obtain each type of joint sealant through one source from a single manufacturer.
- C. Pre-construction Compatibility and Adhesion Testing: Submit to joint sealant manufacturers, for testing indicated below, samples of materials that will contact or affect joint sealants.
1. Use manufacturers standard test methods to determine whether priming and other specific joint preparation techniques are required to obtain rapid, optimum adhesion of joint sealants to joint substrates.
    - a. Perform tests under environmental conditions replicating those that will exist during installation.
  2. Submit not fewer than nine pieces of each type of material, including joint substrates, shims, joint-sealant backings, secondary seals, and miscellaneous materials.
  3. Schedule sufficient time for testing and analyzing results to prevent delaying the Work.
  4. For materials failing tests, obtain joint sealant manufacturer's written instructions for corrective measures, including the use of specially formulated primers.
  5. Testing will not be required if joint sealant manufacturers submit joint preparation data that are based on previous testing of current sealant products for adhesion to, and compatibility with, joint substrates and other materials matching those submitted.
- D. Pre-construction Field-Adhesion Testing: Before installing elastomeric sealants, field test their adhesion to joint substrates as follows:
1. Locate test joints where indicated or, if not indicated, as directed by Architect.
  2. Conduct field tests for each application indicated below:
    - a. Each type of elastomeric sealant and joint substrate indicated.
    - b. Each type of non-elastomeric sealant and joint substrate indicated.
  3. Notify Architect seven days in advance of dates and times when test joints will be erected.
  4. Test Method: Test joint sealants by hand-pull method described below:
    - a. Install joint sealants in 60-inch- long joints using same materials and methods for joint preparation and joint-sealant installation required for the completed Work. Allow sealants to cure fully before testing.
    - b. Make knife cuts from one side of joint to the other, followed by two cuts approximately 2 inches long at sides of joint and meeting cross cut at one end. Place a mark 1 inch from cross-cut end of 2-inch piece.
    - c. Use fingers to grasp 2-inch piece of sealant between cross-cut end and 1-inch mark; pull firmly at a 90-degree angle or more in direction of side cuts while holding a ruler along side of sealant. Pull sealant out of joint to the distance recommended by sealant manufacturer for testing adhesive capability, but not less than that equaling specified maximum movement capability in extension; hold this position for 10 seconds.
    - d. For joints with dissimilar substrates, check adhesion to each substrate separately. Do this by extending cut along one side, checking adhesion to opposite side, and then repeating this procedure for opposite side.
  5. Report whether sealant in joint connected to pulled-out portion failed to adhere to joint substrates or tore cohesively. Include data on pull distance used to test each type of product and joint substrate. For sealants that fail adhesively, retest until satisfactory adhesion is obtained.
  6. Evaluation of Pre-construction Field-Adhesion-Test Results: Sealants not evidencing adhesive failure from testing, in absence of other indications of noncompliance with

requirements, will be considered satisfactory. Do not use sealants that fail to adhere to joint substrates during testing.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver materials to Project site in original unopened containers or bundles with labels indicating manufacturer, product name and designation, color, expiration date, pot life, curing time, and mixing instructions for multicomponent materials.
- B. Store and handle materials in compliance with manufacturer's written instructions to prevent their deterioration or damage due to moisture, high or low temperatures, contaminants, or other causes.

1.7 PROJECT CONDITIONS

- A. Environmental Limitations: Do not proceed with installation of joint sealants under the following conditions:
  - 1. When ambient and substrate temperature conditions are outside limits permitted by joint sealant manufacturer or are below 40 deg F.
  - 2. When joint substrates are wet.
- B. Joint-Width Conditions: Do not proceed with installation of joint sealants where joint widths are less than those allowed by joint sealant manufacturer for applications indicated.
- C. Joint-Substrate Conditions: Do not proceed with installation of joint sealants until contaminants capable of interfering with adhesion are removed from joint substrates.

1.8 WARRANTY

- A. General Warranty: Special warranties specified in this Article shall not deprive Owner of other rights Owner may have under other provisions of the Contract Documents and shall be in addition to, and run concurrent with, other warranties made by Contractor under requirements of the Contract Documents.
- B. Special Installer's Warranty: Written warranty, signed by Installer agreeing to repair or replace elastomeric joint sealants that do not comply with performance and other requirements specified in this Section within specified warranty period.
  - 1. Warranty Period: Two years from date of Substantial Completion.
- C. Special Manufacturer's Warranty: Written warranty, signed by elastomeric sealant manufacturer agreeing to furnish elastomeric joint sealants to repair or replace those that do not comply with performance and other requirements specified in this Section within specified warranty period.
  - 1. Warranty Period: 20 years from date of Substantial Completion.
- D. Special warranties specified in this Article exclude deterioration or failure of elastomeric joint sealants from the following:
  - 1. Movement of the structure resulting in stresses on the sealant exceeding sealant manufacturer's written specifications for sealant elongation and compression caused by structural settlement or errors attributable to design or construction.
  - 2. Disintegration of joint substrates from natural causes exceeding design specifications.
  - 3. Mechanical damage caused by individuals, tools, or other outside agents.
  - 4. Changes in sealant appearance caused by accumulation of dirt or other atmospheric contaminants.

PART 2 - PRODUCTS

2.1 PRODUCTS AND MANUFACTURERS

- A. Available Products: Subject to compliance with requirements, products that may be incorporated into the Work include, but are not limited to, the products specified in the sealant schedules at the end of Part 3.

2.2 MATERIALS, GENERAL

- A. Compatibility: Provide joint sealants, backings, and other related materials that are compatible with one another and with joint substrates under conditions of service and application, as demonstrated by sealant manufacturer based on testing and field experience.
- B. Colors of Exposed Joint Sealants: As selected by Architect from manufacturer's full range for this characteristic.

2.3 ELASTOMERIC JOINT SEALANTS

- A. Elastomeric Sealant Standard: Comply with ASTM C 920 and other requirements indicated for each liquid-applied chemically curing sealant in the Elastomeric Joint-Sealant Schedule at the end of Part 3, including those referencing ASTM C 920 classifications for type, grade, class, and uses.
  - B. Stain-Test-Response Characteristics: Where elastomeric sealants are specified in the Elastomeric Joint-Sealant Schedule to be non-staining to porous substrates, provide products that have undergone testing according to ASTM C 1248 and have not stained porous joint substrates indicated for Project.
  - C. Suitability for Contact with Food: Where elastomeric sealants are indicated for joints that will come in repeated contact with food, provide products that comply with 21 CFR 177.2600.
- 2.4 SOLVENT-RELEASE JOINT SEALANTS
- A. Acrylic-Based Solvent-Release Joint-Sealant Standard: Comply with ASTM C 1311 for each product of this description indicated in the Solvent-Release Joint-Sealant Schedule at the end of Part 3.
  - B. Butyl-Rubber-Based Solvent-Release Joint-Sealant Standard: Comply with ASTM C 1085 for each product of this description indicated in the Solvent-Release Joint-Sealant Schedule at the end of Part 3.
  - C. Pigmented Narrow Joint Sealant: For each product of this description indicated in the Solvent-Release Joint-Sealant Schedule at the end of Part 3 provide manufacturer's standard, solvent-release-curing, pigmented, synthetic-rubber sealant complying with AAMA 803.3 and formulated for sealing joints 3/16 inch or smaller in width.
- 2.5 LATEX JOINT SEALANTS
- A. Latex Sealant Standard: Comply with ASTM C 834 for each product of this description indicated in the Latex Joint-Sealant Schedule at the end of Part 3.
- 2.6 PREFORMED JOINT SEALANTS
- A. Preformed Silicone-Sealant System: For each product of this description indicated in the Preformed Joint-Sealant Schedule at the end of Part 3, provide manufacturer's standard system consisting of precured low-modulus silicone extrusion, in sizes to fit joint widths indicated, combined with a neutral-curing silicone sealant for bonding extrusions to substrates.
  - B. Preformed Foam Sealants: For each product of this description indicated in the Preformed Joint-Sealant Schedule at the end of Part 3, provide manufacturer's standard preformed, precompressed, impregnated, open-cell foam sealant manufactured from high-density urethane foam impregnated with a nondrying, water-repellent agent; factory produced in precompressed sizes and in roll or stick form to fit joint widths indicated and to develop a watertight and airtight seal when compressed to the degree specified by manufacturer; and complying with the following:
    - 1. Properties: Permanently elastic, mildew resistant, nonmigratory, nonstaining, and compatible with joint substrates and other joint sealants.
    - 2. Impregnating Agent: Manufacturer's standard.
    - 3. Density: Manufacturer's standard.
    - 4. Backing: Pressure-sensitive adhesive, factory applied to one side with protective wrapping.
- 2.7 JOINT-SEALANT BACKING
- General: Provide sealant backings of material and type that are non-staining; are compatible with joint substrates, sealants, primers, and other joint fillers; and are approved for applications indicated by sealant manufacturer based on field experience and laboratory testing.
- A. Cylindrical Sealant Backings: ASTM C 1330, of type indicated below and of size and density to control sealant depth and otherwise contribute to producing optimum sealant performance:
    - 1. Type C: Closed-cell material with a surface skin.
    - 2. Type B: Bicellular material with a surface skin.
    - 3. Type: Any material indicated above.
  - B. Bond-Breaker Tape: Polyethylene tape or other plastic tape recommended by sealant manufacturer for preventing sealant from adhering to rigid, inflexible joint-filler materials or



joint surfaces at back of joint where such adhesion would result in sealant failure. Provide self-adhesive tape where applicable.

## 2.8 MISCELLANEOUS MATERIALS

- A. Primer: Material recommended by joint sealant manufacturer where required for adhesion of sealant to joint substrates indicated, as determined from preconstruction joint-sealant-substrate tests and field tests.
- B. Cleaners for Nonporous Surfaces: Chemical cleaners acceptable to manufacturers of sealants and sealant backing materials, free of oily residues or other substances capable of staining or harming joint substrates and adjacent nonporous surfaces in any way, and formulated to promote optimum adhesion of sealants with joint substrates.
- C. Masking Tape: Non-staining, nonabsorbent material compatible with joint sealants and surfaces adjacent to joints.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine joints indicated to receive joint sealants, with Installer present, for compliance with requirements for joint configuration, installation tolerances, and other conditions affecting joint-sealant performance.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Surface Cleaning of Joints: Clean out joints immediately before installing joint sealants to comply with joint sealant manufacturer's written instructions and the following requirements:
  1. Remove all foreign material from joint substrates that could interfere with adhesion of joint sealant, including dust, paints (except for permanent, protective coatings tested and approved for sealant adhesion and compatibility by sealant manufacturer), old joint sealants, oil, grease, waterproofing, water repellents, water, surface dirt, and frost.
  2. Clean porous joint substrate surfaces by brushing, grinding, blast cleaning, mechanical abrading, or a combination of these methods to produce a clean, sound substrate capable of developing optimum bond with joint sealants. Remove loose particles remaining from above cleaning operations by vacuuming or blowing out joints with oil-free compressed air. Porous joint surfaces include the following:
    - a. Concrete.
    - b. Masonry.
    - c. Unglazed surfaces of ceramic tile.
  3. Remove laitance and form-release agents from concrete.
  4. Clean nonporous surfaces with chemical cleaners or other means that do not stain, harm substrates, or leave residues capable of interfering with adhesion of joint sealants.
    - a. Metal.
    - b. Glazed surfaces of ceramic tile.
- B. Joint Priming: Prime joint substrates where recommended in writing by joint sealant manufacturer, based on pre-construction joint-sealant-substrate tests or prior experience. Apply primer to comply with joint sealant manufacturer's written instructions. Confine primers to areas of joint-sealant bond; do not allow spillage or migration onto adjoining surfaces.
- C. Masking Tape: Use masking tape where required to prevent contact of sealant with adjoining surfaces that otherwise would be permanently stained or damaged by such contact or by cleaning methods required to remove sealant smears. Remove tape immediately after tooling without disturbing joint seal.

### 3.3 INSTALLATION OF JOINT SEALANTS

- A. General: Comply with joint sealant manufacturer's written installation instructions for products and applications indicated, unless more stringent requirements apply.
- B. Sealant Installation Standard: Comply with recommendations of ASTM C 1193 for use of joint sealants as applicable to materials, applications, and conditions indicated.

- C. Install sealant backings of type indicated to support sealants during application and at position required to produce cross-sectional shapes and depths of installed sealants relative to joint widths that allow optimum sealant movement capability.
    - 1. Do not leave gaps between ends of sealant backings.
    - 2. Do not stretch, twist, puncture, or tear sealant backings.
    - 3. Remove absorbent sealant backings that have become wet before sealant application and replace them with dry materials.
  - D. Install sealants by proven techniques to comply with the following and at the same time backings are installed:
    - 1. Place sealants so they directly contact and fully wet joint substrates.
    - 2. Completely fill recesses provided for each joint configuration.
    - 3. Produce uniform, cross-sectional shapes and depths relative to joint widths that allow optimum sealant movement capability.
  - E. Tooling of Nonsag Sealants: Immediately after sealant application and before skinning or curing begins, tool sealants according to requirements specified below to form smooth, uniform beads of configuration indicated; to eliminate air pockets; and to ensure contact and adhesion of sealant with sides of joint.
    - 1. Remove excess sealants from surfaces adjacent to joint.
    - 2. Use tooling agents that are approved in writing by sealant manufacturer and that do not discolor sealants or adjacent surfaces.
    - 3. Provide concave joint configuration per Figure 5A in ASTM C 1193, unless otherwise indicated.
      - a. Use masking tape to protect adjacent surfaces of recessed tooled joints.
  - F. Installation of Preformed Silicone-Sealant System: Comply with the following requirements:
    - 1. Apply masking tape to each side of joint, outside of area to be covered by sealant system.
    - 2. Apply a bead of silicone sealant to each side of joint to produce a bead of size complying with preformed silicone-sealant system manufacturer's printed schedule and covering a bonded area of not less than a 3/8 inch. Hold edge of sealant bead inside of masking tape by 1/4 inch.
    - 3. Within 10 minutes of sealant application, press silicone extrusion into sealant to wet extrusion and substrate. Use a roller to apply consistent pressure and ensure uniform contact between sealant and both extrusion and substrate.
    - 4. Complete installation of horizontal joints before installing vertical joints. Lap vertical joints over horizontal joints. At end of joints, cut silicone extrusion with a razor knife.
  - G. Installation of Preformed Foam Sealants: Install each length of sealant immediately after removing protective wrapping, taking care not to pull or stretch material, to produce seal continuity at ends, turns, and intersections of joints. For applications at low ambient temperatures where expansion of sealant requires acceleration to produce seal, apply heat to sealant to comply with sealant manufacturer's written instructions.
- 3.4 FIELD QUALITY CONTROL
- A. Field-Adhesion Testing: Field-test joint-sealant adhesion to joint substrates as follows:
    - 1. Extent of Testing: Test completed elastomeric sealant joints as follows:
      - a. Perform one test for each 1000 feet of joint length thereafter or one test per each floor per elevation.
    - 2. Test Method: Test joint sealants by hand-pull method described below:
      - a. Make knife cuts from one side of joint to the other, followed by two cuts approximately 2 inches long at sides of joint and meeting cross cut at one end. Place a mark 1 inch from cross-cut end of 2-inch piece.
      - b. Use fingers to grasp 2-inch piece of sealant between cross-cut end and 1-inch mark; pull firmly at a 90-degree angle or more in direction of side cuts while holding a ruler along side of sealant. Pull sealant out of joint to the distance recommended by sealant manufacturer for testing adhesive capability, but not less

- than that equaling specified maximum movement capability in extension; hold this position for 10 seconds.
- c. For joints with dissimilar substrates, check adhesion to each substrate separately. Do this by extending cut along one side, checking adhesion to opposite side, and then repeating this procedure for opposite side.
3. Inspect joints for complete fill, for absence of voids, and for joint configuration complying with specified requirements. Record results in a field adhesion test log.
  4. Inspect tested joints and report on the following:
    - a. Whether sealants in joints connected to pulled-out portion failed to adhere to joint substrates or tore cohesively. Include data on pull distance used to test each type of product and joint substrate. Compare these results to determine if adhesion passes sealant manufacturer's field- adhesion hand-pull test criteria.
    - b. Whether sealants filled joint cavities and are free from voids.
    - c. Whether sealant dimensions and configurations comply with specified requirements.
  5. Record test results in a field adhesion test log. Include dates when sealants were installed, names of persons who installed sealants, test dates, test locations, whether joints were primed, adhesion results and percent elongations, sealant fill, sealant configuration, and sealant dimensions.
  6. Repair sealants pulled from test area by applying new sealants following same procedures used to originally seal joints. Ensure that original sealant surfaces are clean and new sealant contacts original sealant.
- B. Evaluation of Field-Test Results: Sealants not evidencing adhesive failure from testing or noncompliance with other indicated requirements, will be considered satisfactory. Remove sealants that fail to adhere to joint substrates during testing or to comply with other requirements. Retest failed applications until test results prove sealants comply with indicated requirements.
- 3.5 CLEANING
- A. Clean off excess sealants or sealant smears adjacent to joints as the Work progresses by methods and with cleaning materials approved in writing by manufacturers of joint sealants and of products in which joints occur.
- 3.6 PROTECTION
- A. Protect joint sealants during and after curing period from contact with contaminating substances and from damage resulting from construction operations or other causes so sealants are without deterioration or damage at time of Substantial Completion. If, despite such protection, damage or deterioration occurs, cut out and remove damaged or deteriorated joint sealants immediately so installations with repaired areas are indistinguishable from the original work.
- 3.7 ELASTOMERIC JOINT-SEALANT SCHEDULE
- A. Medium-Modulus Neutral-Curing Silicone Sealant: Where joint sealants of this type are indicated, provide products complying with the following:
    1. Products: Available products include the following:
      - a. 791; Dow Corning.
      - b. 795; Dow Corning.
      - c. SM5731 Poly-Glaze; Schnee-Morehead, Inc.
      - d. SM5733 Poly-Glaze; Schnee-Morehead, Inc.
      - e. Spectrem 2; Tremco.
      - f. Tremsil 600; Tremco.
    2. Type and Grade: S (single component) and NS (nonsag).
    3. Class: 25.
    4. Use Related to Exposure: NT (nontraffic).
    5. Uses Related to Joint Substrates: M, G, A, and, as applicable to joint substrates indicated, O.

6. Stain-Test-Response Characteristics: Nonstaining to porous substrates per ASTM C 1248.
  7. Applications: General weatherproofing perimeter sealant for masonry, ceramic, and anodized aluminum.
- B. Medium-Modulus Neutral-Curing Silicone Sealant: Where joint sealants of this type are indicated, provide products complying with the following:
1. Products: Available products include the following:
    - a. 756 H.P.; Dow Corning.
    - b. Silglaze II; GE Silicones.
    - c. 895; Pecora Corporation.
  2. Type and Grade: S (single component) and NS (nonsag).
  3. Class: 25.
  4. Additional Movement Capability: 50 percent movement in extension and 50 percent movement in compression for a total of 100 percent movement. <RETAIN WITH "ADDITIONAL MOVEMENT CAPABILITY" PARA IN PART 2 "ELASTOMERIC JOINT SEALANTS" ARTICLE>
  5. Uses Related to Exposure: NT (nontraffic).
  6. Uses Related to Joint Substrates: M, G, A, and, as applicable to joint substrates indicated, O.
  7. Applications: Structural and non-structural glazing.
- C. High-Modulus Neutral-Curing Silicone Sealant: Where joint sealants of this type are indicated, provide products complying with the following:
1. Products: Available products include the following:
    - a. 995; Dow Corning.
    - b. Ultraglaze 4000; GE Silicones.
    - c. Ultraglaze 4000AC; GE Silicones.
  2. Type and Grade: S (single component) and NS (nonsag).
  3. Class: 25.
  4. Additional Movement Capability: 50 percent movement in extension and 50 percent movement in compression for a total of 100 percent movement.
  5. Use Related to Exposure: NT (nontraffic).
  6. Uses Related to Joint Substrates: M, G, A, and, as applicable to joint substrates indicated, O.
  7. Applications: Structural glazing sealant.
- D. Mildew-Resistant Silicone Sealant: Where joint sealants of this type are indicated, provide products formulated with fungicide that are intended for sealing interior ceramic tile joints and other nonporous substrates that are subject to in-service exposures of high humidity and temperature extremes, and that comply with the following:
1. Products: Available products include the following:
    - a. 786 Mildew Resistant; Dow Corning.
    - b. Sanitary 1700; GE Silicones.
    - c. NuFlex 302; NUCO Industries, Inc.
    - d. 898 Silicone Sanitary Sealant; Pecora Corporation.
    - e. PSI-611; Polymeric Systems, Inc.
    - f. Trensil 600 White; Tremco.
  2. Type and Grade: S (single component) and NS (nonsag).
  3. Class: 25.
  4. Use Related to Exposure: NT (nontraffic).
  5. Uses Related to Joint Substrates: G, A, and, as applicable to joint substrates indicated, O.
  6. Applications: Sanitary sealant at tub and shower enclosures, sinks, countertops and appliances.
- E. Multicomponent Nonsag Urethane Sealant: Where joint sealants of this type are indicated, provide products complying with the following:

1. Products: Available products include the following:
    - a. Chem-Calk 500; Bostik Inc.
    - b. PSI-501/RC-2; Polymeric Systems, Inc.
    - c. DYmeric; Tremco.
  2. Type and Grade: M (multicomponent) and NS (nonsag).
  3. Class: 25.
  4. Use Related to Exposure: NT (nontraffic).
  5. Uses Related to Joint Substrates: M, G, A, and, as applicable to joint substrates indicated, O.
  6. Applications: Expansion and control joints in concrete and masonry walls, metal curtain walls and perimeter sealing of door and window frames.
- F. Multicomponent Pourable Urethane Sealant: Where joint sealants of this type are indicated, provide products complying with the following:
1. Products: Available products include the following:
    - a. Chem-Calk 550; Bostik Inc.
    - b. Pourthane; W.R. Meadows, Inc.
    - c. NR-200 Urexpan; Pecora Corporation.
    - d. PSI-270SL; Polymeric Systems, Inc.
    - e. Sikaflex - 2c SL; Sika Corporation.
    - f. SL 2; Sonneborn Building Products Div., ChemRex Inc.
  2. Type and Grade: M (multicomponent) and P (pourable).
  3. Class: 25.
  4. Uses Related to Exposure: T (traffic) and NT (nontraffic).
  5. Uses Related to Joint Substrates: M, G, A, and, as applicable to joint substrates indicated, O.
  6. Applications: Horizontal interior expansion and control joints and interior and exterior traffic bearing joints.
- G. Single-Component Nonsag Urethane Sealant: Where joint sealants of this type are indicated, provide products complying with the following:
1. Products: Available products include the following:
    - a. Chem-Calk 900; Bostik Inc.
    - b. Chem-Calk 915; Bostik Inc.
    - c. PR-255; Ohio Sealants, Inc.
    - d. Dynatrol I; Pecora Corporation.
    - e. PSI-901; Polymeric Systems, Inc.
  2. Type and Grade: S (single component) and NS (nonsag).
  3. Use Related to Exposure: NT (nontraffic).
  4. Uses Related to Joint Substrates: M, G, A, and, as applicable to joint substrates indicated, O.
  5. Applications: Expansion and control joints in concrete and masonry walls, metal curtain walls and perimeter sealing of door and window frames.

3.8 LATEX JOINT-SEALANT SCHEDULE

- A. Latex Sealant: Where joint sealants of this type are indicated, provide products complying with the following:
1. Products: Available products include the following:
    - a. Chem-Calk 600; Bostik Inc.
    - b. NuFlex 330; NUCO Industries, Inc.
    - c. LC 160 All Purpose Acrylic Caulk; Ohio Sealants, Inc.
    - d. AC-20; Pecora Corporation.
    - e. PSI-701; Polymeric Systems, Inc.
    - f. Sonolac; Sonneborn Building Products Div., ChemRex, Inc.
    - g. Tremflex 834; Tremco.
  2. Applications: General purpose interior or limited exterior caulk.

END OF SECTION

## SECTION 09 9100 – PAINTING

PART 1 - GENERAL

## 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

## 1.2 SUMMARY

- A. This Section includes surface preparation and field painting of exposed exterior and interior items and surfaces.
  - 1. Surface preparation, priming, and finish coats specified in this Section are in addition to shop priming and surface treatment specified in other Sections.
- B. Paint exposed surfaces, except where these Specifications indicate that the surface or material is not to be painted or is to remain natural. If an item or a surface is not specifically mentioned, paint the item or surface the same as similar adjacent materials or surfaces. If a color of finish is not indicated, Architect will select from standard colors and finishes available.
  - 1. Painting includes field painting of exposed bare and covered pipes and ducts (including color coding), hangers, exposed steel and iron supports, and surfaces of mechanical and electrical equipment that do not have a factory-applied final finish.
- C. Do not paint prefinished items, concealed surfaces, finished metal surfaces, operating parts, and labels.
  - 1. Prefinished items include the following factory-finished components:
    - a. Architectural woodwork.
    - b. Acoustical wall panels.
    - c. Metal toilet enclosures.
    - d. Metal lockers.
    - e. Unit kitchens.
    - f. Elevator entrance doors and frames.
    - g. Elevator equipment.
    - h. Finished mechanical and electrical equipment.
    - i. Light fixtures.
    - j. Kitchen equipment
    - k. Laboratory equipment.
  - 2. Concealed surfaces include walls or ceilings in the following generally inaccessible spaces:
    - a. Foundation spaces.
    - b. Furred areas.
    - c. Ceiling plenums.
    - d. Utility tunnels.
    - e. Pipe spaces.
    - f. Duct shafts.
    - g. Elevator shafts.
  - 3. Finished metal surfaces include the following:
    - a. Anodized aluminum.
    - b. Stainless steel.
    - c. Chromium plate.
    - d. Copper and copper alloys.
    - e. Bronze and brass.
  - 4. Operating parts include moving parts of operating equipment and the following:
    - a. Valve and damper operators.
    - b. Linkages.
    - c. Sensing devices.
    - d. Motor and fan shafts.
  - 5. Labels: Do not paint over UL, FMG, or other code-required labels or equipment name, identification, performance rating, or nomenclature plates.
- D. Related Sections include the following:

1. Division 2 Section "Hot-Mix Asphalt Paving" for traffic-marking paint.
2. Division 2 Section "Cement Concrete Pavement" for traffic-marking paint.
3. Division 5 Section "Structural Steel" for shop priming structural steel.
4. Division 5 Section "Metal Fabrications" for shop priming ferrous metal.
5. Division 6 Section "Exterior Architectural Woodwork" for shop priming exterior architectural woodwork.
6. Division 6 Section "Interior Architectural Woodwork" for shop priming interior architectural woodwork.
7. Division 8 Section "Steel Doors and Frames" for factory priming steel doors and frames.
8. Division 8 Section "Solid Core Wood Doors" for field painting of wood doors.
9. Division 9 Section "Gypsum Board Assemblies" for surface preparation of gypsum board.

1.3 DEFINITIONS

- A. General: Standard coating terms defined in ASTM D 16 apply to this Section.
1. Flat refers to a lusterless or matte finish with a gloss range below 15 when measured at an 85-degree meter.
  2. Eggshell/ Satin refers to low-sheen finish with a gloss range between 20 and 35 when measured at a 60-degree meter.
  3. Semigloss refers to medium-sheen finish with a gloss range between 35 and 70 when measured at a 60-degree meter.
  4. Full gloss refers to high-sheen finish with a gloss range more than 70 when measured at a 60-degree meter.

1.4 SUBMITTALS

- A. Product Data: For each paint system indicated. Include block fillers and primers.
1. Material List: An inclusive list of required coating materials. Indicate each material and cross-reference specific coating, finish system, and application. Identify each material by manufacturer's catalog number and general classification.
  2. Manufacturer's Information: Manufacturer's technical information, including label analysis and instructions for handling, storing, and applying each coating material.
- B. Samples for Initial Selection: For each type of finish-coat material indicated.
1. After color selection, Architect will furnish color chips for surfaces to be coated.
- C. Samples for Verification: For each color and material to be applied, with texture to simulate actual conditions, on representative Samples of the actual substrate.
1. Provide stepped Samples, defining each separate coat, including block fillers and primers. Use representative colors when preparing Samples for review. Resubmit until required sheen, color, and texture are achieved.
  2. Provide a list of materials and applications for each coat of each Sample. Label each Sample for location and application.
  3. Submit three (3) Samples on the following substrates for Architect's review of color and texture only:
    - a. Concrete: 4-inch- square Samples for each color and finish.
    - b. Concrete Unit Masonry: 4-by-8-inch Samples of masonry, with mortar joint in the center, for each finish and color.
    - c. Painted Wood: 8-inch square Samples for each color and material on hardboard.
    - d. Stained or Natural Wood: 4-by-8-inch Samples of natural- or stained-wood finish on representative surfaces.
    - e. Ferrous Metal: 4-inch square Samples of flat metal and 6-inch long Samples of solid metal for each color and finish.
- D. Qualification Data: For Applicator.

1.5 QUALITY ASSURANCE

- A. Applicator Qualifications: A firm or individual experienced in applying paints and coatings similar in material, design, and extent to those indicated for this Project, whose work has resulted in applications with a record of successful in-service performance.
- B. Source Limitations: Obtain block fillers and primers for each coating system from the same manufacturer as the finish coats.



- C. Benchmark Samples (Mockups): Provide a full-coat benchmark finish sample for each type of coating and substrate required. Comply with procedures specified in PDCA P5. Duplicate finish of approved sample Submittals.
  - 1. Architect will select one room or surface to represent surfaces and conditions for application of each type of coating and substrate.
    - a. Wall Surfaces: Provide samples on at least 100 sq. ft.
    - b. Small Areas and Items: Architect will designate items or areas required.
  - 2. Apply benchmark samples, according to requirements for the completed Work, after permanent lighting and other environmental services have been activated. Provide required sheen, color, and texture on each surface.
    - a. After finishes are accepted, Architect will use the room or surface to evaluate coating systems of a similar nature.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver materials to Project site in manufacturer's original, unopened packages and containers bearing manufacturer's name and label and the following information:
  - 1. Product name or title of material.
  - 2. Product description (generic classification or binder type).
  - 3. Manufacturer's stock number and date of manufacture.
  - 4. Contents by volume, for pigment and vehicle constituents.
  - 5. Thinning instructions.
  - 6. Application instructions.
  - 7. Color name and number.
  - 8. VOC content.
- B. Store materials not in use in tightly covered containers in a well-ventilated area at a minimum ambient temperature of 45 deg F. Maintain storage containers in a clean condition, free of foreign materials and residue.
  - 1. Protect from freezing. Keep storage area neat and orderly. Remove oily rags and waste daily.

1.7 PROJECT CONDITIONS

- A. Apply waterborne paints only when temperatures of surfaces to be painted and surrounding air are between 50 and 90 deg F.
- B. Apply solvent-thinned paints only when temperatures of surfaces to be painted and surrounding air are between 45 and 95 deg F.
- C. Do not apply paint in snow, rain, fog, or mist; or when relative humidity exceeds 85 percent; or at temperatures less than 5 deg F above the dew point; or to damp or wet surfaces.
  - 1. Painting may continue during inclement weather if surfaces and areas to be painted are enclosed and heated within temperature limits specified by manufacturer during application and drying periods.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Available Products: Subject to compliance with requirements, products that may be incorporated into the Work include, but are not limited to, products listed in other Part 2 articles.
- B. Manufacturers' Names: Shortened versions (shown in parentheses) of the following manufacturers' names are used in other Part 2 articles:
  - 1. Benjamin Moore & Co. (Benjamin Moore).
  - 2. Coronado Paint Company (Coronado).
  - 3. Kwal Paint Company, a Professional Paint Inc. (P.P.I.) Company (Kwal Paint).
  - 4. PPG Industries, Inc. (Pittsburgh Paints).
  - 5. Sherwin-Williams Co. (Sherwin-Williams).

2.2 PAINT MATERIALS, GENERAL

- A. Material Compatibility: Provide block fillers, primers, and finish-coat materials that are compatible with one another and with the substrates indicated under conditions of service and application, as demonstrated by manufacturer based on testing and field experience.

- B. Material Quality: Provide manufacturer's best-quality paint material of the various coating types specified that are factory formulated and recommended by manufacturer for application indicated. Paint-material containers not displaying manufacturer's product identification will not be acceptable.
  - 1. Proprietary Names: Use of manufacturer's proprietary product names to designate colors or materials is not intended to imply that products named are required to be used to the exclusion of equivalent products of other manufacturers. Furnish manufacturer's material data and certificates of performance for proposed substitutions.

C. Colors: As selected by Architect from manufacturer's full range.

### 2.3 CONCRETE UNIT MASONRY BLOCK FILLERS

- A. Concrete Unit Masonry Block Filler: Factory-formulated high-performance latex block fillers.
  - 1. Benjamin Moore; Moorcraft Super Craft Latex Block Filler No. 285: Applied at a dry film thickness of not less than 8.1 mils.
  - 2. Coronado; 946-11 Super Kote 5000 Commercial Latex Block Filler: Applied at a dry film thickness of not less than 8.4 mils.
  - 3. Kwal Paint; 5940 AccuGuard High Performance 100% Acrylic Block Filler: Applied at a dry film thickness of not less than 8.0 to 12.0 mils.
  - 4. Pittsburgh Paints; 6-7 SpeedHide Interior/Exterior Masonry Latex Block Filler: Applied at a dry film thickness of not less than 6.0 to 12.5 mils.
  - 5. Sherwin-Williams; PrepRite Interior/Exterior Block Filler B25W25: Applied at a dry film thickness of not less than 8.0 mils.

### 2.4 EXTERIOR PRIMERS

- A. Exterior Concrete and Masonry Primer: Factory-formulated alkali-resistant acrylic-latex primer for exterior application.
  - 1. Benjamin Moore; Moore's Acrylic Masonry Sealer No. 066: Applied at a dry film thickness of not less than 0.7 mils.
  - 2. Coronado; 48-11 Elast-O-Meric Acrylic Masonry Sealer: Applied at a dry film thickness of not less than 1.2 mils.
  - 3. Kwal Paint; 5801 Epotilt Epoxy Modified 100% Acrylic Primer: Applied at a dry film thickness of not less than 3.0 mils.
  - 4. Kwal Paint; 5862 EMBASSY 100% Acrylic Primer Undercoat: Applied at a dry film thickness of not less than 1.8 mils.
  - 5. Pittsburgh Paints; 6-603 SpeedHide Interior/Exterior Acrylic Latex Alkali Resistant Primer: Applied at a dry film thickness of not less than 1.5 mils.
  - 6. Sherwin-Williams; Loxon Exterior Masonry Acrylic Primer A24W300: Applied at a dry film thickness of not less than 3.0 mils.
- B. Exterior Gypsum Soffit Board Primer: Factory-formulated alkyd- or alkali-resistant acrylic-latex primer for exterior application.
  - 1. Benjamin Moore; Moorcraft Super Spec Alkyd Exterior Primer No. 176: Applied at a dry film thickness of not less than 1.8 mils.
  - 2. Coronado; 8-11 Supreme Acrylic Bonding Primer: Applied at a dry film thickness of not less than 1.4 mils.
  - 3. Kwal Paint; 5862 EMBASSY 100% Acrylic Primer Undercoat: Applied at a dry film thickness of not less than 1.8 mils.
  - 4. Pittsburgh Paints; 6-603 SpeedHide Interior/Exterior Acrylic Latex Alkali Resistant Primer: Applied at a dry film thickness of not less than 1.5 mils.
  - 5. Sherwin-Williams; A-100 Exterior Latex Wood Primer B42W41: Applied at a dry film thickness of not less than 1.4 mils.
- C. Exterior Ferrous-Metal Primer: Factory-formulated rust-inhibitive metal primer for exterior application.
  - 1. Benjamin Moore; Moore's IMC Alkyd Metal Primer No. M06: Applied at a dry film thickness of not less than 2.0 mils.
  - 2. Coronado; 35-147 Rust Scat Alkyd Metal Primer: Applied at a dry film thickness of not less than 2.0 mils.

3. Kwal Paint; 9210 Accu-Pro Rust Inhibiting Alkyd Metal Primer: Applied at a dry film thickness of not less than 2.0 mils.
  4. Pittsburgh Paints; 90-712 Pitt-Tech One Pack Interior/Exterior Primer Finish DTM Industrial Enamel: Applied at a dry film thickness of not less than 3.0 mils.
  5. Sherwin-Williams; Kem Kromik Universal Metal Primer B50NZ6/B50WZ1: Applied at a dry film thickness of not less than 3.0 mils.
- D. Exterior Galvanized Metal Primer: Factory-formulated galvanized metal primer for exterior application.
1. Benjamin Moore; Moore's IMC Acrylic Metal Primer No. M04: Applied at a dry film thickness of not less than 2.0 mils.
  2. Coronado; 36-11 Rust Scat Latex Metal Primer: Applied at a dry film thickness of not less than 1.4 mils.
  3. Kwal Paint; 5810 Ambassador G-Prime Latex Metal Primer: Applied at a dry film thickness of not less than 1.6 mils.
  4. Pittsburgh Paints; 90-709 Pitt-Tech One Pack Interior/Exterior Primer/Finish DTM Industrial Enamel: Applied at a dry film thickness of not less than 3.0 mils.
  5. Sherwin-Williams; Galvite HS Paint B50WZ3: Applied at a dry film thickness of not less than 2.0 mils.
- E. Exterior Aluminum Primer under Acrylic Finishes: Factory-formulated acrylic-based metal primer for exterior application.
1. Benjamin Moore; Moore's IMC Acrylic Metal Primer No. M04: Applied at a dry film thickness of not less than 2.0 mils.
  2. Coronado; 36-11 Rust Scat Latex Metal Primer: Applied at a dry film thickness of not less than 2.0 mils.
  3. Kwal Paint; 5820 W.B. Industrial DTM Primer: Applied at a dry film thickness of not less than 1.8 mils.
  4. Pittsburgh Paints; 90-709 Pitt-Tech One Pack Interior/Exterior Primer/Finish DTM Industrial Enamel: Applied at a dry film thickness of not less than 3.0 mils.
  5. Sherwin-Williams; DTM Acrylic Primer/Finish B66W1: Applied at a dry film thickness of not less than 2.5 mils.
- F. Exterior Aluminum Primer under Alkyd Finishes: Factory-formulated acrylic-based metal primer for exterior application.
1. Benjamin Moore; Moore's IMC Acrylic Metal Primer No. M04: Applied at a dry film thickness of not less than 2.0 mils.
  2. Coronado; 180-11 High Performance Acrylic Metal Primer: Applied at a dry film thickness of not less than 2.0 mils.
  3. Kwal Paint; 5820 W.B. Industrial DTM Primer: Applied a dry film thickness of not less than 1.8 mils.
  4. Pittsburgh Paints; 90-709 Pitt-Tech One Pack Interior/Exterior Primer/Finish DTM Industrial Enamel: Applied at a dry film thickness of not less than 3.0 mils.
  5. Sherwin-Williams; DTM Wash Primer B71Y1: Applied at a dry film thickness of not less than 2.5 mils.
- 2.5 INTERIOR PRIMERS
- A. Interior Concrete and Masonry Primer: Factory-formulated alkali-resistant acrylic-latex interior primer for interior application.
1. Benjamin Moore; Moorcraft Super Spec Latex Enamel Undercoater & Primer Sealer No. 253: Applied at a dry film thickness of not less than 1.2 mils.
  2. Coronado; 40-11 Super Kote 5000 Latex Primer-Sealer: Applied at a dry film thickness of not less than 1.2 mils.
  3. Kwal Paint; 0800 Accu-Tone Hi-Hide PDQ Sealer: Applied at a dry film thickness of not less than 1.4 mils.
  4. Pittsburgh Paints; 6-2 SpeedHide Interior Quick-Drying Latex Sealer: Applied at a dry film thickness of not less than 1.0 mil.
  5. Sherwin-Williams; PrepRite Masonry Primer B28W300: Applied at a dry film thickness of not less than 3.0 mils.

- B. Interior Gypsum Board Primer: Factory-formulated latex-based primer for interior application.
  - 1. Benjamin Moore; Moorcraft Super Spec Latex Enamel Undercoater & Primer Sealer No. 253: Applied at a dry film thickness of not less than 1.2 mils.
  - 2. Coronado; 40-11 Super Kote 5000 Latex Primer-Sealer: Applied at a dry film thickness of not less than 1.2 mils.
  - 3. Kwal Paint; 0890 Accu-Pro Sandable Drywall Primer: Applied at a dry film thickness of not less than 1.5 mils.
  - 4. Pittsburgh Paints; 6-2 SpeedHide Interior Quick-Drying Latex Sealer: Applied at a dry film thickness of not less than 1.0 mil.
  - 5. Sherwin-Williams; PrepRite 200 Latex Wall Primer B28W200 Series: Applied at a dry film thickness of not less than 1.6 mils.
- C. Interior Wood Primer for Acrylic-Enamel and Semigloss Alkyd-Enamel Finishes: Factory-formulated alkyd- or acrylic-latex-based interior wood primer.
  - 1. Benjamin Moore; Moorcraft Super Spec Alkyd Enamel Underbody and Primer Sealer No. 245: Applied at a dry film thickness of not less than 1.5 mils.
  - 2. Coronado; 7-11 Super Kote 5000 Alkyd Primer Undercoat: Applied at a dry film thickness of not less than 2.0 mils.
  - 3. Kwal Paint; 5862 Embassy E-Z Sand Acrylic Primer: Applied at a dry film thickness of not less than 1.5 mils. Pittsburgh Paints; 6-855 SpeedHide Latex Enamel Undercoater: Applied at a dry film thickness of not less than 1.0 mil.
  - 5. Sherwin-Williams; PrepRite Wall and Wood Primer B49W200 Series: Applied at a dry film thickness of not less than 1.6 mils.
- D. Interior Wood Primer for Full-Gloss Alkyd-Enamel Finishes: Factory-formulated alkyd- or acrylic-latex-based interior wood primer.
  - 1. Benjamin Moore; Moorcraft Super Spec Alkyd Enamel Underbody and Primer Sealer No. 245: Applied at a dry film thickness of not less than 1.5 mils.
  - 2. Coronado; 7-11 Super Kote 5000 Alkyd Primer Undercoat: Applied at a dry film thickness of not less than 2.0 mils.
  - 3. Kwal Paint; 4200 Accu-Pro Fast Dry Alkyd Undercoat: Applied at a dry film thickness of not less than 1.8 mils.
  - 4. Pittsburgh Paints; 6-6 SpeedHide Interior Quick-Drying Enamel Undercoater: Applied at a dry film thickness of not less than 1.4 mils.
  - 5. Sherwin-Williams; PrepRite Wall and Wood Primer B49W200 Series: Applied at a dry film thickness of not less than 1.6 mils.
- E. Interior Ferrous-Metal Primer: Factory-formulated quick-drying rust-inhibitive alkyd-based metal primer.
  - 1. Benjamin Moore; Moore's IMC Alkyd Metal Primer No. M06: Applied at a dry film thickness of not less than 2.0 mils.
  - 2. Coronado; 35-147 Rust Scat Alkyd Metal Primer: Applied at a dry film thickness of not less than 2.0 mils.
  - 3. Kwal Paint; 9210 Accu-Pro Rust Inhibiting Alkyd Metal Primer: Applied at a dry film thickness of not less than 2.0 mils.
  - 4. Pittsburgh Paints; 90-709 Pitt-Tech One Pack Interior/Exterior Primer/Finish DTM Industrial Enamel: Applied at a dry film thickness of not less than 1.5 mils.
  - 5. Sherwin-Williams; Kem Kromik Universal Metal Primer B50NZ6/B50WZ1: Applied at a dry film thickness of not less than 3.0 mils.
- F. Interior Zinc-Coated Metal Primer: Factory-formulated galvanized metal primer.
  - 1. Benjamin Moore; Moore's IMC Acrylic Metal Primer No. M04: Applied at a dry film thickness of not less than 2.0 mils.
  - 2. Coronado; 36-11 Rust Scat Acrylic Metal Primer: Applied at a dry film thickness of not less than 2.0 mils.
  - 3. Kwal Paint; 5810 Ambassador G-Prime Latex Metal Primer: Applied at a dry film thickness of not less than 1.6 mils.
  - 4. Pittsburgh Paints; 90-709 Pitt-Tech One Pack Interior/Exterior Primer/Finish DTM Industrial Enamel: Applied at a dry film thickness of not less than 3.0 mils.

5. Sherwin-Williams; Galvite HS B50WZ30: Applied at a dry film thickness of not less than 3.0 mils.

2.6 EXTERIOR FINISH COATS

- A. Exterior Flat Acrylic Paint: Factory-formulated flat acrylic-emulsion latex paint for exterior application.
  1. Benjamin Moore; Moorcraft Super Spec Flat Latex House Paint No. 171: Applied at a dry film thickness of not less than 1.2 mils.
  2. Coronado; 8-Line Supreme Acrylic Latex Flat: Applied at a dry film thickness of not less than 1.3 mils.
  3. Kwal Paint; 6300 Accu-Pro 100% Acrylic Flat Finish: Applied at a dry film thickness of not less than 1.7 mils.
  4. Pittsburgh Paints; 6-600 Series SpeedHide Exterior House Paint Flat Latex: Applied at a dry film thickness of not less than 1.3 mils.
  5. Sherwin-Williams; A-100 Exterior Latex Flat House & Trim Paint A6 Series: Applied at a dry film thickness of not less than 1.3 mils.
- B. Exterior Low-Luster Acrylic Paint: Factory-formulated low-sheen (eggshell) acrylic-latex paint for exterior application.
  1. Benjamin Moore; Moorcraft Super Spec Low Lustre Latex House Paint No. 185: Applied at a dry film thickness of not less than 1.0 mil.
  2. Coronado; 408-Line Supreme Acrylic Satin Exterior: Applied at a dry film thickness of not less than 1.3 mils.
  3. Kwal Paint; 7100 Liquid Vinyl 100% Acrylic Satin: Applied at a dry film thickness of not less than 1.5 mils.
  4. Pittsburgh Paints; 6-2000 Series SpeedHide Exterior House & Trim Satin--Acrylic Latex: Applied at a dry film thickness of not less than 1.0 mil.
  5. Sherwin-Williams; A-100 Exterior Latex Satin House & Trim Paint A82 Series: Applied at a dry film thickness of not less than 1.5 mils.
- C. Exterior Semigloss Acrylic Enamel: Factory-formulated semigloss waterborne acrylic-latex enamel for exterior application.
  1. Benjamin Moore; Moorcraft Super Spec Latex House & Trim Paint No. 170: Applied at a dry film thickness of not less than 1.1 mils.
  2. Coronado; 12-Line Supreme Acrylic Semi-Gloss: Applied at a dry film thickness of not less than 1.5 mils.
  3. Kwal Paint; 3200 Ambassador 100% Acrylic Semi-Gloss Block Resistant Enamel: Applied at a dry film thickness of not less than 1.6 mils.
  4. Pittsburgh Paints; 6-900 Series SpeedHide Exterior House & Trim Semi-Gloss Acrylic Latex Paint: Applied at a dry film thickness of not less than 1.5 mils.
  5. Sherwin-Williams; A-100 Latex Gloss A8 Series: Applied at a dry film thickness of not less than 1.3 mils.
- D. Exterior Full-Gloss Acrylic Enamel for Concrete, Masonry, and Wood: Factory-formulated full-gloss waterborne acrylic-latex enamel for exterior application.
  1. Benjamin Moore; Moore's IMC Acrylic Gloss Enamel M28: Applied at a dry film thickness of not less than 2.0 mils.
  2. Coronado; 414 Super Kote 5000 Acrylic Gloss Enamel: Applied at a dry film thickness of not less than 1.5 mils.
  3. Kwal Paint; 8400 Ambassador 100% Acrylic Gloss Block Resistant Enamel: Applied at a dry film thickness of not less than 1.5 mils.
  4. Pittsburgh Paints; 90 Line Pitt-Tech One Pack Interior/Exterior High Performance Waterborne High Gloss DTM Industrial Enamels: Applied at a dry film thickness of not less than 3.0 mils.
- E. Exterior Full-Gloss Acrylic Enamel for Ferrous and Other Metals: Factory-formulated full-gloss waterborne acrylic-latex enamel for exterior application.
  1. Benjamin Moore; Moore's IMC Acrylic Gloss Enamel M28: Applied at a dry film thickness of not less than 2.0 mils.

2. Coronado; 80 Line Rust Scat Acrylic Latex High Gloss Enamel: Applied at a dry film thickness of not less than 1.4 mils.
  3. Kwal Paint; 8300 W.B. Industrial DTM Gloss Enamel: Applied at a dry film thickness of not less than 2.5 mils.
  4. Pittsburgh Paints; 90-300 Series Pitt-Tech One Pack Interior/Exterior High Performance Waterborne High Gloss DTM Industrial Enamels: Applied at a dry film thickness of not less than 3.0 mils.
  5. Sherwin-Williams; DTM Acrylic Coating Gloss (Waterborne) B66W100 Series: Applied at a dry film thickness of not less than 2.4 mils.
- F. Exterior Full-Gloss Alkyd Enamel: Factory-formulated full-gloss alkyd enamel for exterior application.
1. Benjamin Moore; Moore's IMC Urethane Alkyd Enamel M22: Applied at a dry film thickness of not less than 2.0 mils.
  2. Coronado; 123 Line Super Kote 5000 High Gloss Alkyd Enamel: Applied at a dry film thickness of not less than 1.5 mils.
  3. Kwal Paint; 9800 Accu-Pro Alkyd Gloss Enamel: Applied at a dry film thickness of not less than 1.5 mils.
  4. Pittsburgh Paints; 7-814 Pittsburgh Paints Industrial Gloss-Oil Interior/Exterior Enamel: Applied at a dry film thickness of not less than 1.5 mils.
  5. Sherwin-Williams; Industrial Enamel B-54 Series: Applied at a dry film thickness of not less than 2.0 mils.

## 2.7 INTERIOR FINISH COATS

- A. Interior Flat Acrylic Paint: Factory-formulated flat acrylic-emulsion latex paint for interior application.
1. Benjamin Moore; Moorecraft Super Spec Latex Flat No. 275: Applied at a dry film thickness of not less than 1.2 mils.
  2. Coronado; 28 Line Super Kote 5000 Latex Flat Paint: Applied at a dry film thickness of not less than 1.2 mils.
  3. Kwal Paint; 0910 Accu-Pro Velva Sheen Interior Flat: Applied at a dry film thickness of not less than 1.6 mils.
  4. Pittsburgh Paints; 6-70 Line SpeedHide Interior Wall Flat-Latex Paint: Applied at a dry film thickness of not less than 1.0 mil.
  5. Sherwin-Williams; ProMar 200 Interior Latex Flat Wall Paint B30W200 Series: Applied at a dry film thickness of not less than 1.4 mils.
- B. Interior Flat Latex-Emulsion Size: Factory-formulated flat latex-based interior paint.
1. Benjamin Moore; Moorecraft Super Spec Latex Flat No. 275: Applied at a dry film thickness of not less than 1.2 mils.
  2. Coronado; 28 Line Super Kote 5000 Vinyl Latex Flat Wall: Applied at a dry film thickness of not less than 1.2 mils.
  3. Kwal Paint; 0910 Accu-Pro Velva Sheen Interior Flat: Applied at a dry film thickness of not less than 1.6 mils (0.041 mm).
  4. Pittsburgh Paints; 6-70 Line SpeedHide Interior Wall Flat-Latex Paint: Applied at a dry film thickness of not less than 1.0 mil.
  5. Sherwin-Williams; ProMar 200 Interior Latex Flat Wall Paint B30W200 Series: Applied at a dry film thickness of not less than 1.4 mils.
- C. Interior Low-Luster Acrylic Enamel: Factory-formulated eggshell acrylic-latex interior enamel.
1. Benjamin Moore; Moorcraft Super Spec Latex Eggshell Enamel No. 274: Applied at a dry film thickness of not less than 1.3 mils.
  2. Coronado; 30-Line Super Kote 5000 Latex Eggshell Enamel: Applied at a dry film thickness of not less than 1.3 mils.
  3. Kwal Paint; 2100 Accu-Pro PC Latex Eggshell: Applied at a dry film thickness of not less than 1.5 mils.
  4. Pittsburgh Paints; 6-400 Series SpeedHide Eggshell Acrylic Latex Enamel: Applied at a dry film thickness of not less than 1.25 mils.
  5. Sherwin-Williams; ProMar 200 Interior Latex Egg-Shell Enamel B20W200 Series:

- D. Interior Semigloss Acrylic Enamel: Factory-formulated semigloss acrylic-latex enamel for interior application.
1. Benjamin Moore; Moorcraft Super Spec Latex Semi-Gloss Enamel No. 276: Applied at a dry film thickness of not less than 1.2 mils.
  2. Coronado; 32-Line Super Kote 5000 Latex Semi-Gloss Enamel: Applied at a dry film thickness of not less than 1.3 mils.
  3. Kwal Paint; 3000 Accu-Pro Latex Semi-Gloss Enamel: Applied at a dry film thickness of not less than 1.5 mils.
  4. Pittsburgh Paints; 6-500 Series SpeedHide Interior Semi-Gloss Latex: Applied at a dry film thickness of not less than 1.0 mil.
  5. Sherwin-Williams; ProMar 200 Interior Latex Semi-Gloss Enamel B31W200 Series: Applied at a dry film thickness of not less than 1.3 mils.
- E. Interior Full-Gloss Acrylic Enamel: Factory-formulated full-gloss acrylic-latex interior enamel.
1. Benjamin Moore; Moore's IMC Acrylic Gloss Enamel No. M28: Applied at a dry film thickness of not less than 2.0 mils.
  2. Coronado; 414 Line Super Kote 5000 Acrylic High Gloss Enamel: Applied at a dry film thickness of not less than 1.4 mils.
  3. Kwal Paint; 8400 Ambassador 100% Acrylic Gloss Enamel: Applied at a dry film thickness of not less than 1.5 mils.
  4. Pittsburgh Paints; 6-8534 SpeedHide Interior Latex 100 Percent Acrylic Gloss Enamels: Applied at a dry film thickness of not less than 1.0 mil.
  5. Sherwin-Williams; ProMar 200 Interior Latex Gloss Enamel B21W201: Applied at a dry film thickness of not less than 1.5 mils.
- F. Interior Semigloss Alkyd Enamel: Factory-formulated semigloss alkyd enamel for interior application.
1. Benjamin Moore; Moorcraft Super Spec Alkyd Semi-Gloss Enamel No. 271: Applied at a dry film thickness of not less than 1.4 mils.
  2. Coronado; 27-Line Super Kote 5000 Alkyd Semi-Gloss Enamel: Applied at a dry film thickness of not less than 2.0 mils.
  3. Kwal Paint; 4600 Accu-Pro Alkyd Semi-Gloss: Applied at a dry film thickness of not less than 1.7 mils.
  4. Pittsburgh Paints; 6-1110 Series SpeedHide Interior Enamel Wall & Trim Semi-Gloss Oil: Applied at a dry film thickness of not less than 1.4 mils.
  5. Sherwin-Williams; ProMar 200 Interior Alkyd Semi-Gloss Enamel B34W200 Series: Applied at a dry film thickness of not less than 1.7 mils.
- G. Interior Full-Gloss Alkyd Enamel for Gypsum Board and Plaster: Factory-formulated full-gloss alkyd interior enamel.
1. Benjamin Moore; Moore's IMC Urethane Alkyd Enamel No. M22: Applied at a dry film thickness of not less than 2.0 mils.
  2. Coronado; 123 Line Super Kote 5000 High Gloss Alkyd Enamel: Applied at a dry film thickness of not less than 1.7 mils.
  3. Kwal Paint; 9800 Accu-Pro Alkyd Gloss: Applied at a dry film thickness of not less than 1.5 mils.
  4. Pittsburgh Paints; 7-814 Series Pittsburgh Paints Industrial Gloss-Oil Interior/Exterior Enamel: Applied at a dry film thickness of not less than 1.5 mils.
  5. Sherwin-Williams; ProMar 200 Alkyd Gloss Enamel B35W200 Series: Applied at a dry film thickness of not less than 1.6 mils.
- H. Interior Full-Gloss Alkyd Enamel for Wood and Metal Surfaces: Factory-formulated full-gloss alkyd interior enamel.
1. Benjamin Moore; Moore's IMC Urethane Alkyd Enamel No. M22: Applied at a dry film thickness of not less than 2.0 mils.
  2. Coronado; 123 Line Super Kote 5000 High Gloss Alkyd Enamel: Applied at a dry film thickness of not less than 1.7 mils .
  3. Kwal Paint; 9800 Accu-Pro Alkyd Gloss: Applied at a dry film thickness of not less than 1.5 mils.

4. Pittsburgh Paints; 7-814 Series Pittsburgh Paints Industrial Gloss-Oil Interior/Exterior Enamel: Applied at a dry film thickness of not less than 1.5 mils.
5. Sherwin-Williams; ProMar 200 Alkyd Gloss Enamel B35W200 Series: Applied at a dry film thickness of not less than 1.6 mils.

**PART 3 - EXECUTION**

**3.1 EXAMINATION**

- A. Examine substrates, areas, and conditions, with Applicator present, for compliance with requirements for paint application. Comply with procedures specified in PDCA P4.
  1. Proceed with paint application only after unsatisfactory conditions have been corrected and surfaces receiving paint are thoroughly dry.
  2. Start of painting will be construed as Applicator's acceptance of surfaces and conditions within a particular area.
- B. Coordination of Work: Review other Sections in which primers are provided to ensure compatibility of the total system for various substrates. On request, furnish information on characteristics of finish materials to ensure use of compatible primers.
  1. Notify Architect about anticipated problems when using the materials specified over substrates primed by others.

**3.2 PREPARATION**

- A. General: Remove hardware and hardware accessories, plates, machined surfaces, lighting fixtures, and similar items already installed that are not to be painted. If removal is impractical or impossible because of size or weight of the item, provide surface-applied protection before surface preparation and painting.
  1. After completing painting operations in each space or area, reinstall items removed using workers skilled in the trades involved.
- B. Cleaning: Before applying paint or other surface treatments, clean substrates of substances that could impair bond of the various coatings. Remove oil and grease before cleaning.
  1. Schedule cleaning and painting so dust and other contaminants from the cleaning process will not fall on wet, newly painted surfaces.
- C. Surface Preparation: Clean and prepare surfaces to be painted according to manufacturer's written instructions for each particular substrate condition and as specified.
  1. Provide barrier coats over incompatible primers or remove and reprime.
  2. Cementitious Materials: Prepare concrete, concrete unit masonry, cement plaster, and mineral-fiber-reinforced cement panel surfaces to be painted. Remove efflorescence, chalk, dust, dirt, grease, oils, and release agents. Roughen as required to remove glaze. If hardeners or sealers have been used to improve curing, use mechanical methods of surface preparation.
    - a. Use abrasive blast-cleaning methods if recommended by paint manufacturer.
    - b. Determine alkalinity and moisture content of surfaces by performing appropriate tests. If surfaces are sufficiently alkaline to cause the finish paint to blister and burn, correct this condition before application. Do not paint surfaces if moisture content exceeds that permitted in manufacturer's written instructions.
    - c. Clean concrete floors to be painted with a 5 percent solution of muriatic acid or other etching cleaner. Flush the floor with clean water to remove acid, neutralize with ammonia, rinse, allow to dry, and vacuum before painting.
  3. Wood: Clean surfaces of dirt, oil, and other foreign substances with scrapers, mineral spirits, and sandpaper, as required. Sand surfaces exposed to view smooth and dust off.
    - a. Scrape and clean small, dry, seasoned knots, and apply a thin coat of white shellac or other recommended knot sealer before applying primer. After priming, fill holes and imperfections in finish surfaces with putty or plastic wood filler. Sand smooth when dried.
    - b. Prime, stain, or seal wood to be painted immediately on delivery. Prime edges, ends, faces, undersides, and back sides of wood, including cabinets, counters, cases, and paneling.
    - c. If transparent finish is required, backprime with spar varnish.



- d. Backprime paneling on interior partitions where masonry, plaster, or other wet wall construction occurs on back side.
- e. Seal tops, bottoms, and cutouts of unprimed wood doors with a heavy coat of varnish or sealer immediately on delivery.
- 4. Ferrous Metals: Clean ungalvanized ferrous-metal surfaces that have not been shop coated; remove oil, grease, dirt, loose mill scale, and other foreign substances. Use solvent or mechanical cleaning methods that comply with SSPC's recommendations.
  - a. Blast steel surfaces clean as recommended by paint system manufacturer and according to SSPC-SP 6/NACE No. 3.
  - b. Treat bare and sandblasted or pickled clean metal with a metal treatment wash coat before priming.
  - c. Touch up bare areas and shop-applied prime coats that have been damaged. Wire-brush, clean with solvents recommended by paint manufacturer, and touch up with same primer as the shop coat.
- 5. Galvanized Surfaces: Clean galvanized surfaces with nonpetroleum-based solvents so surface is free of oil and surface contaminants. Remove pretreatment from galvanized sheet metal fabricated from coil stock by mechanical methods.
- D. Material Preparation: Mix and prepare paint materials according to manufacturer's written instructions.
  - 1. Maintain containers used in mixing and applying paint in a clean condition, free of foreign materials and residue.
  - 2. Stir material before application to produce a mixture of uniform density. Stir as required during application. Do not stir surface film into material. If necessary, remove surface film and strain material before using.
  - 3. Use only thinners approved by paint manufacturer and only within recommended limits.

### 3.3 APPLICATION

- A. General: Apply paint according to manufacturer's written instructions. Use applicators and techniques best suited for substrate and type of material being applied.
  - 1. Paint colors, surface treatments, and finishes are indicated in the paint schedules.
  - 2. Do not paint over dirt, rust, scale, grease, moisture, scuffed surfaces, or conditions detrimental to formation of a durable paint film.
  - 3. Provide finish coats that are compatible with primers used.
  - 4. The term "exposed surfaces" includes areas visible when permanent or built-in fixtures, grilles, convector covers, covers for finned-tube radiation, and similar components are in place. Extend coatings in these areas, as required, to maintain system integrity and provide desired protection.
  - 5. Paint surfaces behind movable equipment and furniture the same as similar exposed surfaces. Before final installation of equipment, paint surfaces behind permanently fixed equipment or furniture with prime coat only.
  - 6. Paint interior surfaces of ducts with a flat, nonspecular black paint where visible through registers or grilles.
  - 7. Paint back sides of access panels and removable or hinged covers to match exposed surfaces.
  - 8. Finish exterior doors on tops, bottoms, and side edges the same as exterior faces.
  - 9. Finish interior of wall and base cabinets and similar field-finished casework to match exterior.
  - 10. Sand lightly between each succeeding enamel or varnish coat.
- B. Scheduling Painting: Apply first coat to surfaces that have been cleaned, pretreated, or otherwise prepared for painting as soon as practicable after preparation and before subsequent surface deterioration.
  - 1. The number of coats and film thickness required are the same regardless of application method. Do not apply succeeding coats until previous coat has cured as recommended by manufacturer. If sanding is required to produce a smooth, even surface according to manufacturer's written instructions, sand between applications.
  - 2. Omit primer over metal surfaces that have been shop primed and touchup painted.

3. If undercoats, stains, or other conditions show through final coat of paint, apply additional coats until paint film is of uniform finish, color, and appearance. Give special attention to ensure that edges, corners, crevices, welds, and exposed fasteners receive a dry film thickness equivalent to that of flat surfaces.
  4. Allow sufficient time between successive coats to permit proper drying. Do not recoat surfaces until paint has dried to where it feels firm, and does not deform or feel sticky under moderate thumb pressure, and until application of another coat of paint does not cause undercoat to lift or lose adhesion.
- C. Application Procedures: Apply paints and coatings by brush, roller, spray, or other applicators according to manufacturer's written instructions.
1. Brushes: Use brushes best suited for type of material applied. Use brush of appropriate size for surface or item being painted.
  2. Rollers: Use rollers of carpet, velvet-back, or high-pile sheep's wool as recommended by manufacturer for material and texture required.
  3. Spray Equipment: Use airless spray equipment with orifice size as recommended by manufacturer for material and texture required.
- D. Minimum Coating Thickness: Apply paint materials no thinner than manufacturer's recommended spreading rate to achieve dry film thickness indicated. Provide total dry film thickness of the entire system as recommended by manufacturer.
- E. Mechanical and Electrical Work: Painting of mechanical and electrical work is limited to items exposed in equipment rooms and occupied spaces.
- F. Mechanical items to be painted include, but are not limited to, the following:
1. Uninsulated metal piping.
  2. Uninsulated plastic piping.
  3. Pipe hangers and supports.
  4. Tanks that do not have factory-applied final finishes.
  5. Visible portions of internal surfaces of metal ducts, without liner, behind air inlets and outlets.
  6. Duct, equipment, and pipe insulation having "all-service jacket" or other paintable jacket material.
  7. Mechanical equipment that is indicated to have a factory-primed finish for field painting.
- G. Electrical items to be painted include, but are not limited to, the following:
1. Switchgear.
  2. Panelboards.
  3. Electrical equipment that is indicated to have a factory-primed finish for field painting.
- H. Block Fillers: Apply block fillers to concrete masonry block at a rate to ensure complete coverage with pores filled.
- I. Prime Coats: Before applying finish coats, apply a prime coat, as recommended by manufacturer, to material that is required to be painted or finished and that has not been prime coated by others. Recoat primed and sealed surfaces where evidence of suction spots or unsealed areas in first coat appears, to ensure a finish coat with no burn-through or other defects due to insufficient sealing.
- J. Pigmented (Opaque) Finishes: Completely cover surfaces as necessary to provide a smooth, opaque surface of uniform finish, color, appearance, and coverage. Cloudiness, spotting, holidays, laps, brush marks, runs, sags, ropiness, or other surface imperfections will not be acceptable.
- K. Transparent (Clear) Finishes: Use multiple coats to produce a glass-smooth surface film of even luster. Provide a finish free of laps, runs, cloudiness, color irregularity, brush marks, orange peel, nail holes, or other surface imperfections.
1. Provide satin finish for final coats.
- L. Stipple Enamel Finish: Roll and redistribute paint to an even and fine texture. Leave no evidence of rolling, such as laps, irregularity in texture, skid marks, or other surface imperfections.
- M. Completed Work: Match approved samples for color, texture, and coverage. Remove, refinish, or repaint work not complying with requirements.

3.4 CLEANING

- A. Cleanup: At the end of each workday, remove empty cans, rags, rubbish, and other discarded paint materials from Project site.
  - 1. After completing painting, clean glass and paint-spattered surfaces. Remove spattered paint by washing and scraping without scratching or damaging adjacent finished surfaces.

3.5 PROTECTION

- A. Protect work of other trades, whether being painted or not, against damage from painting. Correct damage by cleaning, repairing or replacing, and repainting, as approved by Architect.
- B. Provide "Wet Paint" signs to protect newly painted finishes. After completing painting operations, remove temporary protective wrappings provided by others to protect their work.
  - 1. After work of other trades is complete, touch up and restore damaged or defaced painted surfaces. Comply with procedures specified in PDCA P1.

3.6 EXTERIOR PAINT SCHEDULE

- A. Concrete, Stucco, and Masonry (Other Than Concrete Unit Masonry): Provide the following finish systems over exterior concrete, stucco, and brick masonry substrates:
  - 1. Flat Acrylic Finish: Two finish coats over a primer.
    - a. Primer: Exterior concrete and masonry primer.
    - b. Finish Coats: Exterior flat acrylic paint.
  - 2. Low-Luster Acrylic Finish: Two finish coats over a primer.
    - a. Primer: Exterior concrete and masonry primer.
    - b. Finish Coats: Exterior low-luster acrylic paint.
  - 3. Semigloss Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Exterior concrete and masonry primer.
    - b. Finish Coats: Exterior semigloss acrylic enamel.
  - 4. Full-Gloss Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Exterior concrete and masonry primer.
    - b. Finish Coats: Exterior full-gloss acrylic enamel for concrete, masonry, and wood.
- B. Concrete Unit Masonry: Provide the following finish systems over exterior concrete unit masonry:
  - 1. Flat Acrylic Finish: Two finish coats over a block filler.
    - a. Block Filler: Concrete unit masonry block filler.
    - b. Finish Coats: Exterior flat acrylic paint.
  - 2. Low-Luster Acrylic Finish: Two finish coats over a block filler.
    - a. Block Filler: Concrete unit masonry block filler.
    - b. Finish Coats: Exterior low-luster acrylic paint.
  - 3. Semigloss Acrylic-Enamel Finish: Two finish coats over a block filler.
    - a. Block Filler: Concrete unit masonry block filler.
    - b. Finish Coats: Exterior semigloss acrylic enamel.
  - 4. Full-Gloss Acrylic-Enamel Finish: Two finish coats over a block filler.
    - a. Block Filler: Concrete unit masonry block filler.
    - b. Finish Coats: Exterior full-gloss acrylic enamel for concrete, masonry, and wood.
  - 5. Flat Acrylic Finish: Two finish coats over a primer.
    - a. Primer: Exterior concrete and masonry primer.
    - b. Finish Coats: Exterior flat acrylic paint.
- C. Exterior Gypsum Soffit Board: Provide the following finish systems over exterior gypsum soffit board:
  - 1. Flat Acrylic Finish: Two finish coats over an exterior alkyd- or alkali-resistant primer.
    - a. Primer: Exterior gypsum soffit board primer.
    - b. Finish Coats: Exterior flat acrylic paint.
  - 2. Low-Luster Acrylic Finish: Two finish coats over a primer.
    - a. Primer: Exterior gypsum soffit board primer.
    - b. Finish Coats: Exterior low-luster acrylic paint.
  - 3. Semigloss Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Exterior gypsum soffit board primer.
    - b. Finish Coats: Exterior semigloss acrylic enamel.

4. Full-Gloss Acrylic-Enamel Finish: Two finish coats over a primer.
  - a. Primer: Exterior gypsum soffit board primer.
  - b. Finish Coats: Exterior full-gloss acrylic enamel for concrete, masonry, and wood.
- D. Ferrous Metal: Provide the following finish systems over exterior ferrous metal. Primer is not required on shop-primed items.
  1. Low-Luster Acrylic Finish: Two finish coats over a rust-inhibitive primer.
    - a. Primer: Exterior ferrous-metal primer.
    - b. Finish Coat: Exterior low-luster acrylic paint.
  2. Semigloss Acrylic-Enamel Finish: Two finish coats over a rust-inhibitive primer.
    - a. Primer: Exterior ferrous-metal primer.
    - b. Finish Coats: Exterior semigloss acrylic enamel.
  3. Full-Gloss Acrylic-Enamel Finish: Two finish coats over a rust-inhibitive primer.
    - a. Primer: Exterior ferrous-metal primer.
    - b. Finish Coats: Exterior full-gloss acrylic enamel for ferrous and other metals.
  4. Full-Gloss Alkyd-Enamel Finish: Two finish coats over a rust-inhibitive primer.
    - a. Primer: Exterior ferrous-metal primer.
    - b. Finish Coats: Exterior full-gloss alkyd enamel.
- E. Zinc-Coated Metal: Provide the following finish systems over exterior zinc-coated metal surfaces:
  1. Low-Luster Finish: Two finish coats over a galvanized metal primer.
    - a. Primer: Exterior galvanized metal primer.
    - b. Finish Coat: Exterior low-luster acrylic paint.
  2. Semigloss Acrylic-Enamel Finish: Two finish coats over a galvanized metal primer.
    - a. Primer: Exterior galvanized metal primer.
    - b. Finish Coats: Exterior semigloss acrylic enamel.
  3. Full-Gloss Acrylic-Enamel Finish: Two finish coats over a galvanized metal primer.
    - a. Primer: Exterior galvanized metal primer.
    - b. Finish Coats: Exterior full-gloss acrylic enamel for ferrous and other metals.
  4. Full-Gloss Alkyd-Enamel Finish: Two finish coats over a galvanized metal primer.
    - a. Primer: Exterior galvanized metal primer.
    - b. Finish Coats: Exterior full-gloss alkyd enamel.
- F. Aluminum: Provide the following finish systems over exterior aluminum surfaces:
  1. Semigloss Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Exterior aluminum primer under acrylic finishes.
    - b. Finish Coats: Exterior semigloss acrylic enamel.
  2. Full-Gloss Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Exterior aluminum primer under acrylic finishes.
    - b. Finish Coats: Exterior full-gloss acrylic enamel for ferrous and other metals.
  3. Full-Gloss Alkyd-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Exterior aluminum primer under alkyd finishes.
    - b. Finish Coats: Exterior full-gloss alkyd enamel.

### 3.7 INTERIOR PAINT SCHEDULE

- A. Concrete and Masonry (Other Than Concrete Unit Masonry): Provide the following paint systems over interior concrete and brick masonry substrates:
  1. Flat Acrylic Finish: Two finish coats over a primer.
    - a. Primer: Interior concrete and masonry primer.
    - b. Finish Coats: Interior flat acrylic paint.
  2. Low-Luster Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior concrete and masonry primer.
    - b. Finish Coats: Interior low-luster acrylic enamel.
  3. Semigloss Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior concrete and masonry primer.
    - b. Finish Coats: Interior semigloss acrylic enamel.
  4. Semigloss Alkyd-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior concrete and masonry primer.

- b. Finish Coats: Interior semigloss alkyd enamel.
- B. Concrete Unit Masonry: Provide the following finish systems over interior concrete masonry:
  - 1. Flat Acrylic Finish: Two finish coats] over a block filler.
    - a. Block Filler: Concrete unit masonry block filler.
    - b. Finish Coats: Interior flat acrylic paint.
  - 2. Low-Luster Acrylic-Enamel Finish: Two finish coats over a block filler.
    - a. Block Filler: Concrete unit masonry block filler.
    - b. Finish Coats: Interior low-luster acrylic enamel.
  - 3. Semigloss Acrylic-Enamel Finish: Two finish coats over a block filler.
    - a. Block Filler: Concrete unit masonry block filler.
    - b. Finish Coats: Interior semigloss acrylic enamel.
  - 4. Semigloss Alkyd-Enamel Finish: Two finish coats over a filled surface.
    - a. Block Filler: Concrete unit masonry block filler.
    - b. Finish Coat: Interior semigloss alkyd enamel.
- C. Gypsum Board: Provide the following finish systems over interior gypsum board surfaces:
  - 1. Flat Acrylic Finish: Two finish coats over a primer.
    - a. Primer: Interior gypsum board primer.
    - b. Finish Coats: Interior flat acrylic paint.
  - 2. Low-Luster Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior gypsum board primer.
    - b. Finish Coats: Interior low-luster acrylic enamel.
  - 3. Semigloss Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior gypsum board primer.
    - b. Finish Coats: Interior semigloss acrylic enamel.
  - 4. Semigloss Alkyd-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior gypsum board primer.
    - b. Finish Coats: Interior semigloss alkyd enamel.
  - 5. Full-Gloss Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior gypsum board primer.
    - b. Finish Coats: Interior full-gloss acrylic enamel.
  - 6. Full-Gloss Alkyd-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior gypsum board primer.
    - b. Finish Coats: Interior full-gloss alkyd enamel for gypsum board and plaster.
- D. Wood and Hardboard: Provide the following paint finish systems over new interior wood surfaces:
  - 1. Low-Luster Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior wood primer for acrylic-enamel and semigloss alkyd-enamel finishes.
    - b. Finish Coats: Interior low-luster acrylic enamel.
  - 2. Semigloss Acrylic-Enamel Finish: Two finish coats over a wood undercoater.
    - a. Primer: Interior wood primer for acrylic-enamel and semigloss alkyd-enamel finishes.
    - b. Finish Coats: Interior semigloss acrylic enamel.
  - 3. Semigloss Alkyd-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior wood primer for acrylic-enamel and semigloss alkyd-enamel finishes.
    - b. Finish Coats: Interior semigloss alkyd enamel.
  - 4. Full-Gloss Acrylic-Enamel Finish: Two finish coats over a wood primer.
    - a. Primer: Interior wood primer for acrylic-enamel and semigloss alkyd-enamel finishes.
    - b. Finish Coats: Interior full-gloss acrylic enamel.
  - 5. Full-Gloss Alkyd-Enamel Finish: Two finish coats over a wood primer.
    - a. Primer: Interior wood primer for full-gloss alkyd-enamel finishes.
    - b. Finish Coats: Interior full-gloss alkyd enamel for wood and metal surfaces.
- E. Ferrous Metal: Provide the following finish systems over ferrous metal:

1. Flat Acrylic Finish: Two finish coats over a primer.
    - a. Primer: Interior ferrous-metal primer.
    - b. Finish Coats: Interior flat acrylic paint.
  2. Low-Luster Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior ferrous-metal primer.
    - b. Finish Coats: Interior low-luster acrylic enamel.
  3. Semigloss Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior ferrous-metal primer.
    - b. Finish Coats: Interior semigloss acrylic enamel.
  4. Semigloss Alkyd-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior ferrous-metal primer.
    - b. Finish Coats: Interior semigloss alkyd enamel.
  5. Full-Gloss Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior ferrous-metal primer.
    - b. Finish Coats: Interior full-gloss acrylic enamel.
  6. Full-Gloss Alkyd-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior ferrous-metal primer.
    - b. Finish Coats: Interior full-gloss alkyd enamel for wood and metal surfaces.
- F. Zinc-Coated Metal: Provide the following finish systems over interior zinc-coated metal surfaces:
1. Flat Acrylic Finish: Two finish coats over a primer.
    - a. Primer: Interior zinc-coated metal primer.
    - b. Finish Coats: Interior flat acrylic paint.
  2. Low-Luster Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior zinc-coated metal primer.
    - b. Finish Coats: Interior low-luster acrylic enamel.
  3. Semigloss Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior zinc-coated metal primer.
    - b. Finish Coats: Interior semigloss acrylic enamel.
  4. Semigloss Alkyd-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior zinc-coated metal primer.
    - b. Finish Coats: Interior semigloss alkyd enamel.
  5. Full-Gloss Acrylic-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior zinc-coated metal primer.
    - b. Finish Coats: Interior full-gloss acrylic enamel.
  6. Full-Gloss Alkyd-Enamel Finish: Two finish coats over a primer.
    - a. Primer: Interior zinc-coated metal primer.
    - b. Finish Coats: Interior full-gloss alkyd enamel for wood and metal surfaces.
- G. All-Service Jacket over Insulation: Provide the following finish system on cotton or canvas insulation covering:
1. Flat Acrylic Finish: Two finish coats. Add fungicidal agent to render fabric mildew proof.
    - a. Finish Coats: Interior flat latex-emulsion size.

END OF SECTION

SECTION 220553 - MECHANICAL IDENTIFICATION

PART 1 - GENERAL

1.1 SECTION INCLUDES

- A. Nameplates.
- B. Tags.
- C. Stencils.
- D. Pipe Markers.

1.2 RELATED SECTIONS

- A. Specification Section for Painting, Identification painting.

1.3 REFERENCES

- A. ASME A13.1 - Scheme for the Identification of Piping Systems.

1.4 SUBMITTALS FOR REVIEW

- A. Specification Section for Submittals, Procedures for submittals.
- B. Submit list of wording, symbols, letter size, and color coding for mechanical identification.
- C. Submit valve chart and schedule, including valve tag number, location, function, and valve manufacturer's name and model number.
- D. Product Data: Provide manufacturers catalog literature for each product required.

1.5 SUBMITTALS FOR INFORMATION

- A. Specification Section for Submittals, Procedures for submittals.
- B. Manufacturer's Instructions: Indicate installation instructions, special procedures, and installation.

1.6 SUBMITTALS AT PROJECT CLOSEOUT

- A. Project Record Documents: Record actual locations of tagged valves; include valve tag numbers.
- B. Valve Tag Chart.

## PART 2 - PRODUCTS

### 2.1 NAMEPLATES

- A. Type: UV Resistant, engraved phenolic placards.
- B. Description: Laminated three-layer plastic with engraved letters on light contrasting background color.

### 2.2 TAGS

- A. Plastic Tags:
  - 1. Laminated three-layer plastic with engraved letters on light contrasting background color. Tag size minimum 1-1/2 inches (38 mm) square.
- B. Metal Tags:
  - 1. Brass with stamped letters; tag size minimum 1-1/2 inches (38 mm) diameter with smooth edges.
- C. Information Tags:
  - 1. Clear plastic with printed "Danger," "Caution," or "Warning" and message; size 3-1/4 x 5-5/8 inches (83 x 143 mm) with grommet and self-locking nylon ties.
- D. Tag Chart: Typewritten letter size list in anodized aluminum frame.

### 2.3 PIPE MARKERS

- A. Color and Lettering: Conform to ASME A13.1.
- B. Plastic Pipe Markers:
  - 1. Factory fabricated, flexible, semi-rigid plastic, preformed to fit around pipe or pipe covering. Larger sizes may have maximum sheet size with spring fastener.
- C. Plastic Tape Pipe Markers:
  - 1. Manufacturers: Brady stick-on or snap-on type with flow arrows or equal.
  - 2. Flexible, vinyl film tape with pressure sensitive adhesive backing and printed markings.
- D. Plastic Underground Pipe Markers:
  - 1. Bright colored continuously printed plastic ribbon tape, minimum 6 inches (150 mm) wide by 4 mil (0.10 mm) thick, manufactured for direct burial service.

### 2.4 LABELS



- A. Description: Laminated mylar, size 1.9 x 0.75 inches (48 x 19 mm), adhesive backed with printed identification.

### PART 3 - EXECUTION

#### 3.1 PREPARATION

- A. Degrease and clean surfaces to receive adhesive for identification materials.
- B. Prepare surfaces in accordance with manufacturer's recommendations for stencil painting.

#### 3.2 INSTALLATION

- A. Specification Section for - Manufacturer's instructions.
- B. Install identifying devices after completion of coverings and painting.
- C. Install plastic nameplates with corrosive-resistant mechanical fasteners, or adhesive.
- D. Install labels with sufficient adhesive to ensure permanent adhesion and seal with clear lacquer. For unfinished canvas covering, apply paint primer before applying labels.
- E. Install tags using corrosion resistant chain. Number tags consecutively by location.
- F. Apply stencil painting in accordance with manufacturer's recommendations.
- G. Install underground plastic pipe markers 6 to 8 inches (150 to 200 mm) below finished grade, directly above buried pipe.
- H. Identify air handling units, pumps, heat transfer equipment, tanks, and water treatment devices and all other major mechanical equipment with plastic nameplates.
- I. Identify control panels and major control components outside panels with plastic nameplates.
- J. Identify valves in main and branch piping with tags.
- K. Identify air terminal units and radiator valves with numbered tags.
- L. Tag automatic controls, instruments, and relays. Key to control schematic.
- M. Identify piping, concealed or exposed, with plastic tape pipe markers. Identify service, and flow direction, install in clear view and align with axis of piping. Locate identification not to exceed 20 feet (6 m) on straight runs including risers and drops, adjacent to each valve and tee, at each side of penetration of structure or enclosure, and at each obstruction. For outdoor piping, labels shall be UV resistant, but shall otherwise be placed on north (or more shaded) side of pipe where it does not otherwise obstruct visibility.

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- N. Identify ductwork with plastic tape duct markers. Locate identification every 20 feet (6m) and at air handling unit, at each side of penetration of structure or enclosure, and at each obstruction.
- O. Provide ceiling tacks to locate valves or dampers above T-bar type panel ceilings. Locate in corner of panel closest to equipment.

**END OF SECTION**

SECTION 220719 - PLUMBING PIPING INSULATION

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes insulating the following plumbing piping services:
  - 1. Condensate drainage piping
- B. Related Sections:
  - 1. Section 220716 "Plumbing Equipment Insulation."

1.2 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.
  - 1. Detail application of protective shields, saddles, and inserts at hangers for each type of insulation and hanger.
  - 2. Detail insulation application at elbows, fittings, flanges, valves, and specialties for each type of insulation.
  - 3. Detail removable insulation at piping specialties, equipment connections, and access panels.

1.3 INFORMATIONAL SUBMITTALS

- A. Field quality-control reports.

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.
  - 2. Insulation Installed Outdoors: Flame-spread index of 75 or less, and smoke-developed index of 150 or less.

PART 2 - PRODUCTS

2.1 INSULATION MATERIALS

- A. Comply with requirements in "Piping Insulation Schedule, General," "Indoor Piping Insulation Schedule," "Outdoor, Aboveground Piping Insulation Schedule," and "Outdoor, Underground Piping 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. Foam insulation materials shall not use CFC or HCFC blowing agents in the manufacturing process.
- E. Cellular Glass: Inorganic, incombustible, foamed or cellulated glass with annealed, rigid, hermetically sealed cells. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.
  - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. Pittsburgh Corning Corporation.
    - 2. Special-Shaped Insulation: ASTM C 552, Type III.
    - 3. Preformed Pipe Insulation without Jacket: Comply with ASTM C 552, Type II, Class 1.
    - 4. Preformed Pipe Insulation with Factory-Applied ASJ: Comply with ASTM C 552, Type II, Class 2.
    - 5. Factory fabricate shapes according to ASTM C 450 and ASTM C 585.
- F. Flexible Elastomeric Insulation: Closed-cell, sponge- or expanded-rubber materials. Comply with ASTM C 534, Type I for tubular materials.
  - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. Armacell LLC.
    - b. K-Flex USA.

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. Cellular-Glass Adhesive: Two-component, thermosetting urethane adhesive containing no flammable solvents, with a service temperature range of minus 100 to plus 200 deg F (minus 73 to plus 93 deg C).
1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. Foster Brand; H. B. Fuller Construction Products.
  2. For indoor applications, adhesive shall have a VOC content of 50 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
  3. Adhesive shall comply with the testing and product requirements of the California Department of Health Services' "Standard Practice for the Testing of Volatile Organic Emissions from Various Sources Using Small-Scale Environmental Chambers."
- C. Flexible Elastomeric and Polyolefin Adhesive: Comply with MIL-A-24179A, Type II, Class I.
1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. Armacell LLC.
    - b. Foster Brand; H. B. Fuller Construction Products.
    - c. K-Flex USA.
- D. ASJ Adhesive, and FSK Jacket Adhesive: Comply with MIL-A-3316C, Class 2, Grade A for bonding insulation jacket lap seams and joints.
1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. Childers Brand; H. B. Fuller Construction Products.
    - b. Eagle Bridges - Marathon Industries.
    - c. Foster Brand; H. B. Fuller Construction Products.

## 2.3 SEALANTS

- A. Joint Sealants for Cellular-Glass Products:
1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. Childers Brand; H. B. Fuller Construction Products.
    - b. Foster Brand; H. B. Fuller Construction Products.
    - c. Pittsburgh Corning Corporation.
  2. Materials shall be compatible with insulation materials, jackets, and substrates.

3. Permanently flexible, elastomeric sealant.
4. Service Temperature Range: Minus 100 to plus 300 deg F (Minus 73 to plus 149 deg C).
5. Color: White or gray.

## 2.4 TAPES

- A. ASJ Tape: White vapor-retarder tape matching factory-applied jacket with acrylic adhesive, complying with ASTM C 1136.
  1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. Knauf Insulation.
  2. Width: 3 inches (75 mm).
  3. Thickness: 11.5 mils (0.29 mm).
  4. Adhesion: 90 ounces force/inch (1.0 N/mm) in width.
  5. Elongation: 2 percent.
  6. Tensile Strength: 40 lbf/inch (7.2 N/mm) in width.
  7. ASJ Tape Disks and Squares: Precut disks or squares of ASJ tape.

## 2.5 SECUREMENTS

- A. Staples: Outward-clinching insulation staples, nominal 3/4-inch- (19-mm-) wide, stainless steel or Monel.
- B. Wire: 0.062-inch (1.6-mm) soft-annealed, stainless steel
  1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. C & F Wire.

## PART 3 - EXECUTION

### 3.1 PREPARATION

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

### 3.2 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 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, 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. Do not weld brackets, clips, or other attachment devices to piping, fittings, and specialties.
- G. Keep insulation materials dry during application and finishing.
- 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 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.
  - 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.
  - 2. Cover circumferential joints with 3-inch- (75-mm-) wide strips, of same material as insulation jacket. Secure strips with adhesive and outward clinching staples along both edges of strip, spaced 4 inches (100 mm) o.c.
  - 3. Overlap jacket longitudinal seams at least 1-1/2 inches (38 mm). 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 4 inches (100 mm) 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 pipe flanges and fittings.
- M. Cut insulation in a manner to avoid compressing insulation more than 75 percent of its nominal thickness.
- 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 (100 mm) beyond damaged areas. Adhere, staple, and seal patches similar 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.
  4. Cleanouts.

### 3.3 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 (50 mm) 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.

### 3.4 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.
1. Insulate tee fittings with preformed fitting insulation or sectional pipe insulation of same material and thickness as 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.
  2. 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 fabric-reinforcing mesh. Trowel the mastic to a smooth and well-shaped contour.



3.5 INSTALLATION OF CELLULAR-GLASS INSULATION

A. Insulation Installation on Straight Pipes and Tubes:

1. Secure each layer of 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 factory-applied jackets on above-ambient services, secure laps with outward clinched staples at 6 inches (150 mm) o.c.
4. For insulation with factory-applied jackets on below-ambient services, 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 Fittings and Elbows:

1. Install preformed sections of same material as straight segments of pipe insulation when available. Secure according to manufacturer's written instructions.
2. When preformed sections of insulation are not available, install mitered sections of cellular-glass insulation. Secure insulation materials with wire or bands.

3.6 INSTALLATION OF FLEXIBLE ELASTOMERIC INSULATION

A. Seal longitudinal seams and end joints with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.

B. Insulation Installation on Pipe Fittings and Elbows:

1. Install mitered sections of pipe insulation.
2. Secure insulation materials and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.

3.7 INSTALLATION OF MINERAL-FIBER PREFORMED PIPE 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 factory-applied jackets on above-ambient surfaces, secure laps with outward clinched staples at 6 inches (150 mm) o.c.
4. For insulation with factory-applied 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 Fittings and Elbows:

1. Install preformed sections of same material as 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.

C. Insulation Installation on Valves and Pipe Specialties:

1. Install preformed sections of same material as straight segments of pipe insulation when available.
2. When preformed sections are not available, install mitered 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.

3.8 FIELD QUALITY CONTROL

A. Perform tests and inspections.

B. Tests and Inspections:

1. Inspect pipe, fittings, strainers, and valves, randomly selected by Architect, by removing field-applied jacket and insulation in layers in reverse order of their installation. Extent of inspection shall be limited to three locations of straight pipe, for each pipe service defined in the "Piping Insulation Schedule, General" Article.

C. All insulation applications will be considered defective Work if sample inspection reveals noncompliance with requirements.

3.9 PIPING INSULATION SCHEDULE, GENERAL

A. 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.

B. Items Not Insulated: Unless otherwise indicated, do not install insulation on the following:

1. Drainage piping located in crawl spaces.

3.10 INDOOR PIPING INSULATION SCHEDULE

A. Condensate drain piping:

1. Flexible Elastomeric: ½ inch thick.
2. Mineral-Fiber, Preformed Pipe Insulation, Type I, 1/2 inch thick.

END OF SECTION 220719

SECTION 230529 - HANGERS AND SUPPORTS FOR HVAC PIPING AND EQUIPMENT

PART 1 - GENERAL

1.1 SUMMARY

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

1.2 PERFORMANCE REQUIREMENTS

- A. Structural Performance: Hangers and supports for HVAC piping and equipment shall withstand the effects of gravity loads and stresses within limits and under conditions indicated according to ASCE/SEI 7.
  - 1. Design supports for multiple pipes capable of supporting combined weight of supported systems, system contents, and test water.
  - 2. Design equipment supports capable of supporting combined operating weight of supported equipment and connected systems and components.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: Show fabrication and installation details and include calculations for the following; include Product Data for components:
  - 1. Trapeze pipe hangers.
  - 2. Equipment supports.

1.4 INFORMATIONAL SUBMITTALS

- A. Welding certificates.

1.5 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.

## 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 or hot dipped.
3. Nonmetallic Coatings: Plastic coating, jacket, or liner.
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 carbon steel.

#### B. Stainless-Steel Pipe Hangers and Supports:

1. Description: MSS SP-58, Types 1 through 58, factory-fabricated components.
2. Padded Hangers: Hanger with fiberglass or other pipe insulation pad or cushion to support bearing surface of piping.
3. Hanger Rods: Continuous-thread rod, nuts, and washer made of stainless steel.

#### C. Copper Pipe Hangers:

1. Description: MSS SP-58, Types 1 through 58, copper-coated-steel, factory-fabricated components.
2. Hanger Rods: Continuous-thread rod, nuts, and washer made of copper-coated steel or stainless steel.

### 2.2 TRAPEZE PIPE HANGERS

- A. Description: MSS SP-69, 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 THERMAL-HANGER SHIELD INSERTS

- A. Insulation-Insert Material for Cold Piping: ASTM C 591, Type VI, Grade 1 polyisocyanurate with 125-psig (862-kPa) minimum compressive strength and vapor barrier.
- B. Insulation-Insert Material for Hot Piping: Water-repellent treated, ASTM C 533, Type I calcium silicate with 100-psig (688-kPa) 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 (50 mm) beyond sheet metal shield for piping operating below ambient air temperature.

## 2.4 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.
- B. Mechanical-Expansion Anchors: Insert-wedge-type, [zinc-coated] [stainless-] steel anchors, for use in hardened portland cement concrete; with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used.

## 2.5 EQUIPMENT SUPPORTS

- A. Description: Welded, shop- or field-fabricated equipment support made from structural carbon-steel shapes.

## 2.6 MISCELLANEOUS MATERIALS

- A. Structural Steel: ASTM A 36/A 36M, carbon-steel plates, shapes, and bars; black and galvanized.
- B. Grout: ASTM C 1107, 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 (34.5-MPa), 28-day compressive strength.

## PART 3 - EXECUTION

### 3.1 HANGER AND SUPPORT INSTALLATION

- A. Metal Pipe-Hanger Installation: Comply with MSS SP-69 and MSS SP-89. 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-69 and MSS SP-89. 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 A 36/A 36M, carbon-steel shapes selected for loads being supported. Weld steel according to AWS D1.1/D1.1M.

- C. Thermal-Hanger Shield Installation: Install in pipe hanger or shield for insulated piping.
- D. Fastener System Installation:
  - 1. Install powder-actuated fasteners for use in lightweight concrete or concrete slabs less than 4 inches (100 mm) 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.
- E. Install hangers and supports complete with necessary attachments, inserts, bolts, rods, nuts, washers, and other accessories.
- F. Equipment Support Installation: Fabricate from welded-structural-steel shapes.
- 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 (DN 65) 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. Piping Operating below Ambient Air Temperature: Use thermal-hanger shield insert with clamp sized to match OD of insert.
    - c. 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 (DN 100) and larger if pipe is installed on rollers.

3. Install MSS SP-58, Type 40, protective shields on cold piping with vapor barrier. Shields shall span an arc of 180 degrees.
  - a. Option: Thermal-hanger shield inserts may be used. Include steel weight-distribution plate for pipe NPS 4 (DN 100) and larger if pipe is installed on rollers.
4. Shield Dimensions for Pipe: Not less than the following:
  - a. NPS 1/4 to NPS 3-1/2 (DN 8 to DN 90): 12 inches (305 mm) long and 0.048 inch (1.22 mm) thick.
  - b. NPS 4 (DN 100): 12 inches (305 mm) long and 0.06 inch (1.52 mm) thick.
  - c. NPS 5 and NPS 6 (DN 125 and DN 150): 18 inches (457 mm) long and 0.06 inch (1.52 mm) thick.
  - d. NPS 8 to NPS 14 (DN 200 to DN 350): 24 inches (610 mm) long and 0.075 inch (1.91 mm) thick.
  - e. NPS 16 to NPS 24 (DN 400 to DN 600): 24 inches (610 mm) long and 0.105 inch (2.67 mm) thick.
5. Pipes NPS 8 (DN 200) and Larger: Include wood or reinforced calcium-silicate-insulation inserts of length at least as long as protective shield.
6. Thermal-Hanger Shields: Install with insulation same thickness as piping insulation.

### 3.2 EQUIPMENT SUPPORTS

- A. Fabricate structural-steel stands to suspend equipment from structure overhead or to support equipment above floor.
- B. Grouting: Place grout under supports for equipment and make bearing surface smooth.
- C. Provide lateral bracing, to prevent swaying, for equipment supports.

### 3.3 METAL FABRICATIONS

- A. Cut, drill, and fit miscellaneous metal fabrications for trapeze pipe hangers and equipment supports.
- 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.

Trim excess length of continuous-thread hanger and support rods to 1-1/2 inches (40 mm).

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 (0.05 mm).

- B. Touchup: Cleaning and touchup painting of field welds, bolted connections, and abraded areas of shop paint on miscellaneous metal are specified in Section 099113 "Exterior Painting" Section 099123 "Interior Painting"

- C. Galvanized Surfaces: Clean welds, bolted connections, and abraded areas and apply galvanizing-repair paint to comply with ASTM A 780.

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-69 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 carbon-steel pipe hangers and supports and metal trapeze pipe hangers and attachments for general service applications.

- F. Use stainless-steel pipe hangers and stainless-steel attachments for hostile environment applications.

- G. Use copper-plated pipe hangers and copper or stainless-steel attachments for copper piping and tubing.

- H. Use padded hangers for piping that is subject to scratching.

- I. Use thermal-hanger shield inserts for insulated piping and tubing.



- J. 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 (DN 15 to DN 750).
  2. Yoke-Type Pipe Clamps (MSS Type 2): For suspension of up to 1050 deg F (566 deg C), pipes NPS 4 to NPS 24 (DN 100 to DN 600), requiring up to 4 inches (100 mm) of insulation.
  3. Carbon- or Alloy-Steel, Double-Bolt Pipe Clamps (MSS Type 3): For suspension of pipes NPS 3/4 to NPS 36 (DN 20 to DN 900), requiring clamp flexibility and up to 4 inches (100 mm) of insulation.
  4. Adjustable, Steel Band Hangers (MSS Type 7): For suspension of noninsulated, stationary pipes NPS 1/2 to NPS 8 (DN 15 to DN 200).
  5. U-Bolts (MSS Type 24): For support of heavy pipes NPS 1/2 to NPS 30 (DN 15 to DN 750).
  6. Pipe Saddle Supports (MSS Type 36): For support of pipes NPS 4 to NPS 36 (DN 100 to DN 900), with steel-pipe base stanchion support and cast-iron floor flange or carbon-steel plate.
  7. Pipe Stanchion Saddles (MSS Type 37): For support of pipes NPS 4 to NPS 36 (DN 100 to DN 900), with steel-pipe base stanchion support and cast-iron floor flange or carbon-steel plate, and with U-bolt to retain pipe.
  8. Single-Pipe Rolls (MSS Type 41): For suspension of pipes NPS 1 to NPS 30 (DN 25 to DN 750), from two rods if longitudinal movement caused by expansion and contraction might occur.
  9. Complete Pipe Rolls (MSS Type 44): For support of pipes NPS 2 to NPS 42 (DN 50 to DN 1050) if longitudinal movement caused by expansion and contraction might occur but vertical adjustment is not necessary.
- K. 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 (DN 24 to DN 600).
  2. Carbon- or Alloy-Steel Riser Clamps (MSS Type 42): For support of pipe risers NPS 3/4 to NPS 24 (DN 20 to DN 600) if longer ends are required for riser clamps.
- L. 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 (150 mm) for heavy loads.
  2. Steel Clevises (MSS Type 14): For 120 to 450 deg F (49 to 232 deg C) piping installations.
- M. 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. 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 (340 kg).
    - b. Medium (MSS Type 32): 1500 lb (680 kg).
    - c. Heavy (MSS Type 33): 3000 lb (1360 kg).
  8. Side-Beam Brackets (MSS Type 34): For sides of steel or wooden beams.
  9. Plate Lugs (MSS Type 57): For attaching to steel beams if flexibility at beam is required.
- N. 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.
- O. Spring Hangers and Supports: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Spring Cushions (MSS Type 48): For light loads if vertical movement does not exceed 1-1/4 inches (32 mm).
  2. Spring-Cushion Roll Hangers (MSS Type 49): For equipping Type 41, roll hanger with springs.
  3. Variable-Spring Base Supports (MSS Type 52): Preset to indicated load and limit variability factor to 25 percent to allow expansion and contraction of piping system from base support.
- P. Comply with MSS SP-69 for trapeze pipe-hanger selections and applications that are not specified in piping system Sections.

END OF SECTION 230529

SECTION 230593 - TESTING, ADJUSTING, AND BALANCING FOR HVAC

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
  - 1. Balancing Air Systems:
    - a. Constant-volume air systems.

1.2 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.

1.3 ACTION SUBMITTALS

- A. TAB Report: Documentation indicating that Work complies with ASHRAE/IES 90.1, Section 6.7.2.3 - "System Balancing."

1.4 INFORMATIONAL SUBMITTALS

- A. Strategies and Procedures Plan: Within 60 days of Contractor's Notice to Proceed, submit TAB strategies and step-by-step procedures as specified in "Preparation" Article.
- B. Certified TAB reports.

1.5 QUALITY ASSURANCE

- A. TAB Specialists Qualifications: Certified by 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 as a TAB technician.

- B. TAB Specialists Qualifications: Certified by NEBB or TABB.
  - 1. TAB Field Supervisor: Employee of the TAB specialist and certified by NEBB or TABB.
  - 2. TAB Technician: Employee of the TAB specialist and certified by NEBB or TABB as a TAB technician.
- C. Instrumentation Type, Quantity, Accuracy, and Calibration: Comply with requirements in ASHRAE 111, Section 4, "Instrumentation."
- D. ASHRAE/IES 90.1 Compliance: Applicable requirements in ASHRAE/IES 90.1, Section 6.7.2.3 - "System Balancing."

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, gage 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 design data including HVAC system descriptions, statements of design assumptions for environmental conditions and systems output, and statements of philosophies and assumptions about HVAC system and equipment controls.
- E. Examine ceiling plenums and underfloor air plenums used for supply, return, or relief air to verify that they are properly separated from adjacent areas. Verify that penetrations in plenum walls are sealed and fire-stopped if required.
- F. Examine equipment performance data including fan and pump curves.
  - 1. Relate performance data to Project conditions and requirements, including system effects that can create undesired or unpredicted conditions that cause reduced capacities in all or part of a system.
  - 2. Calculate system-effect factors to reduce performance ratings of HVAC equipment when installed under conditions different from the conditions used to rate equipment performance. To calculate system effects for air systems, use tables and charts found in AMCA 201, "Fans and Systems," or in SMACNA's "HVAC Systems - Duct Design." Compare results with the design data and installed conditions.
- G. Examine system and equipment installations and verify that field quality-control testing, cleaning, and adjusting specified in individual Sections have been performed.

- H. Examine test reports specified in individual system and equipment Sections.
- I. 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.
- J. Examine strainers. Verify that startup screens have been replaced by permanent screens with indicated perforations.
- K. Examine operating safety interlocks and controls on HVAC equipment.
- L. 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 strategies and step-by-step procedures for balancing the systems.
- 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. Duct systems are complete with terminals installed.
    - b. Volume, smoke, and fire dampers are open and functional.
    - c. Clean filters are installed.
    - d. Fans are operating, free of vibration, and rotating in correct direction.
    - e. Variable-frequency controllers' startup is complete and safeties are verified.
    - f. Automatic temperature-control systems are operational.
    - g. Ceilings are installed.
    - h. Windows and doors are installed.
    - i. 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 according to the procedures contained in SMACNA's "HVAC Systems - Testing, Adjusting, and Balancing" and in this Section.
- B. Cut insulation, ducts, pipes, and equipment cabinets 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. After testing and balancing, install test ports and duct access doors that comply with requirements in Section 233300 "Air Duct Accessories."
  - 3. Install and join new insulation that matches removed materials. Restore insulation, coverings, vapor barrier, and finish according to Section 230713 "Duct Insulation,"

Section 230716 "HVAC Equipment Insulation," and Section 230719 "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 GENERAL PROCEDURES FOR BALANCING AIR SYSTEMS

- A. Prepare test reports for both fans and outlets. Obtain manufacturer's outlet factors and recommended testing procedures. Cross-check the summation of required outlet volumes with required fan volumes.
- B. Prepare schematic diagrams of systems' "as-built" 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.
- L. Verify that air duct system is sealed as specified in Section 233113 "Metal Ducts."

### 3.5 PROCEDURES FOR CONSTANT-VOLUME AIR SYSTEMS

- A. Adjust fans to deliver total indicated airflows within the maximum allowable fan speed listed by fan manufacturer.
  - 1. Measure total airflow.
    - a. Set outside-air, return-air, and relief-air dampers for proper position that simulates minimum outdoor-air conditions.
    - b. Where duct conditions allow, measure airflow by Pitot-tube traverse. If necessary, perform multiple Pitot-tube traverses to obtain total airflow.

- c. Where duct conditions are not suitable for Pitot-tube traverse measurements, a coil traverse may be acceptable.
      - d. If a reliable Pitot-tube traverse or coil traverse is not possible, measure airflow at terminals and calculate the total airflow.
    2. 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 artificial loading of filters at the time static pressures are measured.
    3. Review Record Documents to determine variations in design static pressures versus actual static pressures. Calculate actual system-effect factors. Recommend adjustments to accommodate actual conditions.
    4. Obtain approval from Engineer & Owner for adjustment of fan speed higher or lower than indicated speed. Comply with requirements in HVAC Sections for air-handling units for adjustment of fans, belts, and pulley sizes to achieve indicated air-handling-unit performance.
    5. Do not make fan-speed adjustments that result in motor overload. Consult equipment manufacturers about fan-speed safety factors. Modulate dampers and measure fan-motor amperage to ensure that no overload occurs. Measure amperage in full-cooling, full-heating, economizer, and any other operating mode to determine the maximum required brake horsepower.
  - B. Adjust volume dampers for main duct, submain ducts, and major branch ducts to indicated airflows.
    1. Measure airflow of submain and branch ducts.
    2. Adjust submain and branch duct volume dampers for specified airflow.
    3. Re-measure each submain and branch duct after all have been adjusted.
  - C. Adjust air inlets and outlets for each space to indicated airflows.
    1. Set airflow patterns of adjustable outlets for proper distribution without drafts.
    2. Measure inlets and outlets airflow.
    3. Adjust each inlet and outlet for specified airflow.
    4. Re-measure each inlet and outlet after they have been adjusted.
- 3.6 TOLERANCES
- A. Set HVAC system's airflow rates within the following tolerances:
    1. Supply, Return, and Exhaust Fans and Equipment with Fans: Plus or minus 10 percent .
    2. Air Outlets and Inlets: Plus or minus 10 percent.
  - B. Maintaining pressure relationships as designed shall have priority over the tolerances specified above.

3.7 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 and pump 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. Face and bypass damper settings at coils.
    - e. Fan drive settings including settings and percentage of maximum pitch diameter.
    - f. Inlet vane settings for variable-air-volume systems.
    - g. Settings for supply-air, static-pressure controller.



- h. 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 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. Air-Handling-Unit Test Reports: For air-handling units with coils, 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 rpm.
    - 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 (L/s).
    - b. Total system static pressure in inches wg (Pa).
    - c. Fan rpm.
    - d. Discharge static pressure in inches wg (Pa).
    - e. Filter static-pressure differential in inches wg (Pa).
    - f. Preheat-coil static-pressure differential in inches wg (Pa).
    - g. Cooling-coil static-pressure differential in inches wg (Pa).
    - h. Heating-coil static-pressure differential in inches wg (Pa).
    - i. Outdoor airflow in cfm (L/s).
    - j. Return airflow in cfm (L/s).
    - k. Outdoor-air damper position.

1. Return-air damper position.
- F. Gas- and Oil-Fired Heat Apparatus Test Reports: In addition to manufacturer's factory startup equipment reports, include the following:
1. Unit Data:
    - a. System identification.
    - b. Location.
    - c. Make and type.
    - d. Model number and unit size.
    - e. Manufacturer's serial number.
    - f. Fuel type in input data.
    - g. Output capacity in Btu/h (kW).
    - h. Ignition type.
    - i. Burner-control types.
    - j. Motor horsepower and rpm.
    - k. Motor volts, phase, and hertz.
    - l. Motor full-load amperage and service factor.
    - m. Sheave make, size in inches (mm), and bore.
  2. Test Data (Indicated and Actual Values):
    - a. Total airflow rate in cfm (L/s).
    - b. Entering-air temperature in deg F (deg C).
    - c. Leaving-air temperature in deg F (deg C).
    - d. Air temperature differential in deg F (deg C).
    - e. Entering-air static pressure in inches wg (Pa).
    - f. Leaving-air static pressure in inches wg (Pa).
    - g. Air static-pressure differential in inches wg (Pa).
    - h. Low-fire fuel input in Btu/h (kW).
    - i. High-fire fuel input in Btu/h (kW).
    - j. Manifold pressure in psig (kPa).
    - k. High-temperature-limit setting in deg F (deg C).
    - l. Operating set point in Btu/h (kW).
    - m. Motor voltage at each connection.
    - n. Motor amperage for each phase.
- G. 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 and air-handling-unit number.
    - b. Location and zone.
    - c. Traverse air temperature in deg F (deg C).
    - d. Duct static pressure in inches wg (Pa).
    - e. Duct size in inches (mm).
    - f. Duct area in sq. ft. (sq. m).
    - g. Indicated airflow rate in cfm (L/s).

- h. Indicated velocity in fpm (m/s).
- i. Actual airflow rate in cfm (L/s).
- j. Actual average velocity in fpm (m/s).
- k. Barometric pressure in psig (Pa).

H. 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. (sq. m).

2. Test Data (Indicated and Actual Values):

- a. Airflow rate in cfm (L/s).
- b. Air velocity in fpm (m/s).
- c. Preliminary airflow rate as needed in cfm (L/s).
- d. Preliminary velocity as needed in fpm (m/s).
- e. Final airflow rate in cfm (L/s).
- f. Final velocity in fpm (m/s).
- g. Space temperature in deg F (deg C).

I. Instrument Calibration Reports:

1. Report Data:

- a. Instrument type and make.
- b. Serial number.
- c. Application.
- d. Dates of use.
- e. Dates of calibration.

3.8 VERIFICATION OF TAB REPORT

- A. Architect & Owner shall randomly select measurements, documented in the final report, to be rechecked. Rechecking shall be limited to either 10 percent of the total measurements recorded or the extent of measurements that can be accomplished in a normal 8-hour business day.
- B. 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."

- C. If the number of "FAILED" measurements is greater than 10 percent of the total measurements checked during the final inspection, the testing and balancing shall be considered incomplete and shall be rejected.
- D. If TAB work fails, 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.
  - 2. If the second final inspection also fails, Owner may contract the services of another TAB specialist to complete TAB work according to the Contract Documents and deduct the cost of the services from the original TAB specialist's final payment.
- E. Prepare test and inspection reports.

### 3.9 ADDITIONAL TESTS

- A. Within 90 days of completing TAB, perform additional TAB to verify that balanced conditions are being maintained throughout and to correct unusual conditions.
- B. 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 230593

SECTION 230713 - DUCT INSULATION

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes insulating the following duct services:
  - 1. Indoor, concealed supply and outdoor air.
  - 2. Indoor, concealed return located in conditioned space.
- B. Related Sections:
  - 1. Section 233113 "Metal Ducts" for duct liners.

1.2 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.
  - 1. Detail application of protective shields, saddles, and inserts at hangers for each type of insulation and hanger.
  - 2. Detail insulation application at elbows, fittings, dampers, specialties and flanges for each type of insulation.

1.3 INFORMATIONAL SUBMITTALS

- A. Field quality-control reports.

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.
  - 2. Insulation Installed Outdoors: Flame-spread index of 75 or less, and smoke-developed index of 150 or less.

PART 2 - PRODUCTS

2.1 INSULATION MATERIALS

- A. Comply with requirements in "Duct Insulation Schedule, General," "Indoor Duct and Plenum Insulation Schedule," and "Aboveground, Outdoor 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. 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 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. CertainTeed Corporation.
    - b. Johns Manville; a Berkshire Hathaway company.
    - c. Knauf Insulation.

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. Mineral-Fiber Adhesive: Comply with MIL-A-3316C, Class 2, Grade A.
  - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
    - a. Childers Brand; H. B. Fuller Construction Products.
    - b. Foster Brand; H. B. Fuller Construction Products.
- C. ASJ Adhesive, and FSK Jacket Adhesive: Comply with MIL-A-3316C, Class 2, Grade A for bonding insulation jacket lap seams and joints.
  - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

- a. Childers Brand; H. B. Fuller Construction Products.
- b. Foster Brand; H. B. Fuller Construction Products.

D. PVC Jacket Adhesive: Compatible with PVC jacket.

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Dow Corning Corporation.
  - b. Johns Manville; a Berkshire Hathaway company.
  - c. P.I.C. Plastics, Inc.
  - d. Speedline Corporation.

### 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. 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. Foster Brand; H. B. Fuller Construction Products.
  - b. Knauf Insulation.
2. Water-Vapor Permeance: ASTM E 96/E 96M, Procedure B, 0.013 perm (0.009 metric perm) at 43-mil (1.09-mm) dry film thickness.
3. Service Temperature Range: Minus 20 to plus 180 deg F (Minus 29 to plus 82 deg C).
4. Solids Content: ASTM D 1644, 58 percent by volume and 70 percent by weight.
5. Color: White.

C. Breather Mastic: Water based; suitable for indoor and outdoor use on above ambient services.

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
  - a. Childers Brand; H. B. Fuller Construction Products.
  - b. Foster Brand; H. B. Fuller Construction Products.
  - c. Knauf Insulation.
2. Water-Vapor Permeance: ASTM F 1249, 1.8 perms (1.2 metric perms) at 0.0625-inch (1.6-mm) dry film thickness.
3. Service Temperature Range: Minus 20 to plus 180 deg F (Minus 29 to plus 82 deg C).
4. Solids Content: 60 percent by volume and 66 percent by weight.
5. Color: White.

2.4 SEALANTS

A. FSK and Metal Jacket Flashing Sealants:

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
  - a. Childers Brand; H. B. Fuller Construction Products.
  - b. Foster Brand; H. B. Fuller Construction Products.
2. Materials shall be compatible with insulation materials, jackets, and substrates.
3. Fire- and water-resistant, flexible, elastomeric sealant.
4. Service Temperature Range: Minus 40 to plus 250 deg F (Minus 40 to plus 121 deg C).
5. Color: Aluminum.

B. ASJ Flashing Sealants, and Vinyl and PVC Jacket Flashing Sealants:

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
  - a. Childers Brand; H. B. Fuller Construction Products.
2. Materials shall be compatible with insulation materials, jackets, and substrates.
3. Fire- and water-resistant, flexible, elastomeric sealant.
4. Service Temperature Range: Minus 40 to plus 250 deg F (Minus 40 to plus 121 deg C).
5. 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 C 1136, Type I.
2. ASJ-SSL: ASJ with self-sealing, pressure-sensitive, acrylic-based adhesive covered by a removable protective strip; complying with ASTM C 1136, Type I.
3. FSK Jacket: Aluminum-foil, fiberglass-reinforced scrim with kraft-paper backing; complying with ASTM C 1136, Type II.
4. FSP Jacket: Aluminum-foil, fiberglass-reinforced scrim with polyethylene backing; complying with ASTM C 1136, Type II.
5. Vinyl Jacket: White vinyl with a permeance of 1.3 perms (0.86 metric perm) when tested according to ASTM E 96/E 96M, Procedure A, and complying with NFPA 90A and NFPA 90B.



2.6 TAPES

- A. ASJ Tape: White vapor-retarder tape matching factory-applied jacket with acrylic adhesive, complying with ASTM C 1136.
1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. Knauf Insulation.
  2. Width: 3 inches (75 mm).
  3. Thickness: 11.5 mils (0.29 mm).
  4. Adhesion: 90 ounces force/inch (1.0 N/mm) in width.
  5. Elongation: 2 percent.
  6. Tensile Strength: 40 lbf/inch (7.2 N/mm) in width.
  7. ASJ Tape Disks and Squares: Precut disks or squares of ASJ tape.
- B. FSK Tape: Foil-face, vapor-retarder tape matching factory-applied jacket with acrylic adhesive; complying with ASTM C 1136.
1. Manufacturers: Subject to compliance with requirements, provide products by the following:
    - a. Knauf Insulation.
  2. Width: 3 inches (75 mm).
  3. Thickness: 6.5 mils (0.16 mm).
  4. Adhesion: 90 ounces force/inch (1.0 N/mm) in width.
  5. Elongation: 2 percent.
  6. Tensile Strength: 40 lbf/inch (7.2 N/mm) in width.
  7. FSK Tape Disks and Squares: Precut disks or squares of FSK tape.
- C. Aluminum-Foil Tape: Vapor-retarder tape with acrylic adhesive.
1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. Avery Dennison Corporation, Specialty Tapes Division.
    - b. Compac Corporation.
    - c. Knauf Insulation.
  2. Width: 2 inches (50 mm).
  3. Thickness: 3.7 mils (0.093 mm).
  4. Adhesion: 100 ounces force/inch (1.1 N/mm) in width.
  5. Elongation: 5 percent.
  6. Tensile Strength: 34 lbf/inch (6.2 N/mm) in width.

2.7 SECUREMENTS

A. Insulation Pins and Hangers:

1. 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. Manufacturers: Subject to compliance with requirements, provide products by the following provide products by one of the following available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
    - 1) AGM Industries, Inc.
    - 2) Gemco.
    - 3) Hardcast, Inc.
    - 4) Midwest Fasteners, Inc.
    - 5) Nelson Stud Welding.
  - b. Baseplate: Perforated, galvanized carbon-steel sheet, 0.030 inch (0.76 mm) thick by 2 inches (50 mm) square.
  - c. Spindle: Copper- or zinc-coated, low-carbon steel, Aluminum, fully annealed, 0.106-inch- (2.6-mm-) diameter shank, length to suit depth of insulation indicated.
  - d. Adhesive: Recommended by hanger manufacturer. Product with demonstrated capability to bond insulation hanger securely to substrates indicated without damaging insulation, hangers, and substrates.
2. Insulation-Retaining Washers: Self-locking washers formed from 0.016-inch- (0.41-mm-) 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 (38 mm) in diameter.
  - a. 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:
    - 1) AGM Industries, Inc.
    - 2) Gemco.
    - 3) Hardcast, Inc.
    - 4) Midwest Fasteners, Inc.
    - 5) Nelson Stud Welding.
  - b. Protect ends with capped self-locking washers incorporating a spring steel insert to ensure permanent retention of cap in exposed locations.
3. Nonmetal Insulation-Retaining Washers: Self-locking washers formed from 0.016-inch- (0.41-mm-) thick nylon sheet, with beveled edge sized as required to hold insulation securely in place but not less than 1-1/2 inches (38 mm) in diameter.

- a. 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:
  - 1) Gemco.
  - 2) Midwest Fasteners, Inc.
- B. Staples: Outward-clinching insulation staples, nominal 3/4-inch- (19-mm-) wide, stainless steel or Monel.
- C. Wire: 0.062-inch (1.6-mm) soft-annealed, stainless steel.
  1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
    - a. C & F Wire.

### PART 3 - EXECUTION

#### 3.1 PREPARATION

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

#### 3.2 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.
- 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- (75-mm-) wide strips, of same material as insulation jacket. Secure strips with adhesive and outward clinching staples along both edges of strip, spaced 4 inches (100 mm) o.c.
  - 3. Overlap jacket longitudinal seams at least 1-1/2 inches (38 mm). Clean and dry surface to receive self-sealing lap. Staple laps with outward clinching staples along edge at 4 inches (100 mm) 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 (100 mm) beyond damaged areas. Adhere, staple, and seal patches similar to butt joints.

### 3.3 PENETRATIONS

- A. 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 (50 mm).
  4. Seal jacket to wall 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.
- C. Insulation Installation at Fire-Rated Wall and Partition Penetrations: Terminate insulation at fire damper sleeves for fire-rated wall and partition penetrations. Externally insulate damper sleeves to match adjacent insulation and overlap duct insulation at least 2 inches (50 mm).
1. Comply with requirements in Section 078413 "Penetration Firestopping" for firestopping and fire-resistive joint sealers.

### 3.4 INSTALLATION OF MINERAL-FIBER INSULATION

- A. Blanket Insulation Installation on Ducts and Plenums: Secure with adhesive and insulation pins.
1. Apply adhesives according to manufacturer's recommended coverage rates per unit area, for 50 percent coverage of duct and plenum surfaces.
  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 (450 mm) and smaller, place pins along longitudinal centerline of duct. Space 3 inches (75 mm) maximum from insulation end joints, and 16 inches (400 mm) o.c.
    - b. On duct sides with dimensions larger than 18 inches (450 mm), place pins 16 inches (400 mm) o.c. each way, and 3 inches (75 mm) 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 (50 mm) from one edge and one end of insulation segment. Secure laps to adjacent insulation section with 1/2-inch (13-mm) outward-clinching staples, 1 inch (25 mm) 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 (10 deg C) at 18-foot (5.5-m) 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 (75 mm).
5. Overlap unfaced blankets a minimum of 2 inches (50 mm) on longitudinal seams and end joints. At end joints, secure with steel bands spaced a maximum of 18 inches (450 mm) 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- (150-mm-) wide strips of same material used to insulate duct. Secure on alternating sides of stiffener, hanger, and flange with pins spaced 6 inches (150 mm) o.c.

### 3.5 FINISHES

- A. Insulation with ASJ or Other Paintable Jacket Material: Paint jacket with paint system identified below and as specified in Section 099113 "Exterior Painting" and Section 099123 "Interior Painting."
  1. Flat Acrylic Finish: Two finish coats over a primer that is compatible with jacket material and finish coat paint. Add fungicidal agent to render fabric mildew proof.
    - a. Finish Coat Material: Interior, flat, latex-emulsion size.
- B. Color: Final color as selected by Architect. Vary first and second coats to allow visual inspection of the completed Work.
- C. Do not field paint aluminum or stainless-steel jackets.

### 3.6 FIELD QUALITY CONTROL

- A. Perform tests and inspections.
- B. Tests and Inspections:
  1. Inspect ductwork, randomly selected by Architect, by removing field-applied jacket and insulation in layers in reverse order of their installation. Extent of inspection shall be limited to one location(s) for each duct system defined in the "Duct Insulation Schedule, General" Article.
- C. All insulation applications will be considered defective Work if sample inspection reveals noncompliance with requirements.

3.7 DUCT INSULATION SCHEDULE, GENERAL

A. Plenums and Ducts Requiring Insulation:

1. Indoor, concealed supply and outdoor air.
2. Indoor, exposed supply and outdoor air.
3. Indoor, concealed return located in conditioned space.
4. Indoor, exposed return located in unconditioned space.
5. Outdoor, concealed supply and return.
6. Outdoor, exposed supply and return.

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, Supply-Air Duct and Plenum Insulation: Mineral-fiber blanket, 2 inches (50 mm thick and 0.75-lb/cu. ft. (12-kg/cu. m nominal density).
- B. Concealed, Return-Air Duct and Plenum Insulation: Mineral-fiber blanket, 2 inches (50 mm thick and 0.75-lb/cu. ft. (12-kg/cu. m nominal density).

3.9 INDOOR, FIELD-APPLIED JACKET SCHEDULE

- A. Install jacket over insulation material. For insulation with factory-applied jacket, install the field-applied jacket over the factory-applied jacket.
- B. If more than one material is listed, selection from materials listed is Contractor's option.
- C. Ducts and Plenums, Concealed:
  1. None.
- D. Ducts and Plenums, Exposed:
  1. None.

3.10 OUTDOOR, FIELD-APPLIED JACKET SCHEDULE

- A. Install jacket over insulation material. For insulation with factory-applied jacket, install the field-applied jacket over the factory-applied jacket.

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- B. If more than one material is listed, selection from materials listed is Contractor's option.
- C. Ducts and Plenums, Exposed:
  - 1. 2” Rigid Fiberglass with Aluminum Jacket.

END OF SECTION 230713



SECTION 231123 - FACILITY NATURAL-GAS PIPING

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Pipes, tubes, and fittings.
2. Piping specialties.
3. Piping and tubing joining materials.
4. Valves.
5. Pressure regulators.

1.2 PERFORMANCE REQUIREMENTS

A. Minimum Operating-Pressure Ratings:

1. Piping and Valves: 100 psig (690 kPa) minimum unless otherwise indicated.
2. Service Regulators: 100 psig (690 kPa) minimum unless otherwise indicated.

B. Natural-Gas System Pressure within Buildings: 0.5 psig (3.45 kPa) or less.

1.3 ACTION SUBMITTALS

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

B. Shop Drawings: For facility natural-gas piping layout. Include plans, piping layout and elevations, sections, and details for fabrication of pipe anchors, hangers, supports for multiple pipes, alignment guides, expansion joints and loops, and attachments of the same to building structure. Detail location of anchors, alignment guides, and expansion joints and loops.

C. Delegated-Design Submittal: For natural-gas piping and equipment indicated to comply with performance requirements and design criteria, including analysis data signed and sealed by the qualified professional engineer responsible for their preparation.

1. Detail fabrication and assembly of seismic restraints.
2. Design Calculations: Calculate requirements for selecting seismic restraints.

1.4 INFORMATIONAL SUBMITTALS

A. Welding certificates.

B. Field quality-control reports.

1.5 CLOSEOUT SUBMITTALS

- A. Operation and maintenance data.

1.6 QUALITY ASSURANCE

- A. Steel Support 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.
- C. 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.

PART 2 - PRODUCTS

2.1 PIPES, TUBES, AND FITTINGS

- A. Steel Pipe: ASTM A 53/A 53M, 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 A 234/A 234M 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. Protective Coating for Underground Piping: Factory-applied, three-layer coating of epoxy, adhesive, and PE.
    - a. Joint Cover Kits: Epoxy paint, adhesive, and heat-shrink PE sleeves.
- B. Corrugated, Stainless-Steel Tubing: Comply with ANSI/IAS LC 1.
  - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. FlashShield; a brand of Titeflex.
    - b. OmegaFlex, Inc.
    - c. Parker Hannifin Corporation.
    - d. Tru-Flex Metal Hose Corp.
  - 2. Tubing: ASTM A 240/A 240M, corrugated, Series 300 stainless steel.
  - 3. Coating: PE with flame retardant.
    - a. Surface-Burning Characteristics: As determined by testing identical products according to ASTM E 84 by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.

- 1) Flame-Spread Index: 25 or less.
  - 2) Smoke-Developed Index: 50 or less.
4. Fittings: Copper-alloy mechanical fittings with ends made to fit and listed for use with corrugated stainless-steel tubing and capable of metal-to-metal seal without gaskets. Include brazing socket or threaded ends complying with ASME B1.20.1.
  5. Striker Plates: Steel, designed to protect tubing from penetrations.
  6. Manifolds: Malleable iron or steel with factory-applied protective coating. Threaded connections shall comply with ASME B1.20.1 for pipe inlet and corrugated tubing outlets.
  7. Operating-Pressure Rating: 5 psig (34.5 kPa).
- C. PE Pipe: ASTM D 2513, SDR 11.
1. PE Fittings: ASTM D 2683, socket-fusion type or ASTM D 3261, butt-fusion type with dimensions matching PE pipe.
  2. PE Transition Fittings: Factory-fabricated fittings with PE pipe complying with ASTM D 2513, SDR 11; and steel pipe complying with ASTM A 53/A 53M, black steel, Schedule 40, Type E or S, Grade B.
  3. Anodeless Service-Line Risers: Factory fabricated and leak tested.
    - a. Underground Portion: PE pipe complying with ASTM D 2513, SDR 11 inlet.
    - b. Casing: Steel pipe complying with ASTM A 53/A 53M, Schedule 40, black steel, Type E or S, Grade B, with corrosion-protective coating covering Aboveground Portion: PE transition fitting.
    - c. Outlet shall be threaded or suitable for welded connection.
    - d. Tracer wire connection.
    - e. Ultraviolet shield.
    - f. Stake supports with factory finish to match steel pipe casing or carrier pipe.
  4. Transition Service-Line Risers: Factory fabricated and leak tested.
    - a. Underground Portion: PE pipe complying with ASTM D 2513, SDR 11 inlet connected to steel pipe complying with ASTM A 53/A 53M, Schedule 40, Type E or S, Grade B, with corrosion-protective coating for aboveground outlet.
    - b. Outlet shall be threaded or suitable for welded connection.
    - c. Bridging sleeve over mechanical coupling.
    - d. Factory-connected anode.
    - e. Tracer wire connection.
    - f. Ultraviolet shield.
    - g. Stake supports with factory finish to match steel pipe casing or carrier pipe.

## 2.2 PIPING SPECIALTIES

## 2.3 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 (540 deg C) complying with AWS A5.8/A5.8M. Brazing alloys containing more than 0.05 percent phosphorus are prohibited.

#### 2.4 MANUAL GAS SHUTOFF VALVES

- A. See "Underground Manual Gas Shutoff Valve Schedule" and "Aboveground Manual Gas Shutoff Valve Schedule" Articles for where each valve type is applied in various services.
- B. General Requirements for Metallic Valves, NPS 2 (DN 50) and Smaller: Comply with ASME B16.33.
  - 1. CWP Rating: 125 psig (862 kPa).
  - 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. Listing: Listed and labeled by an NRTL acceptable to authorities having jurisdiction for valves 1 inch (25 mm) and smaller.
  - 6. Service Mark: Valves 1-1/4 inches (32 mm) to NPS 2 (DN 50) shall have initials "WOG" permanently marked on valve body.
- C. One-Piece, Bronze Ball Valve with Bronze Trim: MSS SP-110.
  - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. A.Y. McDonald Mfg. Co.
    - b. BrassCraft Manufacturing Co.; a Masco company.
    - c. Conbraco Industries, Inc.
    - d. Lyll, R. W. & Company, Inc.
    - e. Perfection Corporation.
  - 2. Body: Bronze, complying with ASTM B 584.
  - 3. Ball: Chrome-plated brass.
  - 4. Stem: Bronze; blowout proof.
  - 5. Seats: Reinforced TFE; blowout proof.
  - 6. Packing: Separate packnut with adjustable-stem packing threaded ends.
  - 7. Ends: Threaded, flared, or socket as indicated in "Underground Manual Gas Shutoff Valve Schedule" and "Aboveground Manual Gas Shutoff Valve Schedule" Articles.
  - 8. CWP Rating: 600 psig (4140 kPa).
  - 9. Listing: Valves NPS 1 (DN 25) and smaller shall 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.

D. Two-Piece, Full-Port, Bronze Ball Valves with Bronze Trim: MSS SP-110.

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
  - a. A.Y. McDonald Mfg. Co.
  - b. BrassCraft Manufacturing Co.; a Masco company.
  - c. Conbraco Industries, Inc.
  - d. Lyall, R. W. & Company, Inc.
  - e. Perfection Corporation.
2. Body: Bronze, complying with ASTM B 584.
3. Ball: Chrome-plated bronze.
4. Stem: Bronze; blowout proof.
5. Seats: Reinforced TFE; blowout proof.
6. Packing: Threaded-body packnut design with adjustable-stem packing.
7. Ends: Threaded, flared, or socket as indicated in "Underground Manual Gas Shutoff Valve Schedule" and "Aboveground Manual Gas Shutoff Valve Schedule" Articles.
8. CWP Rating: 600 psig (4140 kPa).
9. Listing: Valves NPS 1 (DN 25) and smaller shall 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.

E. Two-Piece, Regular-Port Bronze Ball Valves with Bronze Trim: MSS SP-110.

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
  - a. A.Y. McDonald Mfg. Co.
  - b. BrassCraft Manufacturing Co.; a Masco company.
  - c. Conbraco Industries, Inc.
  - d. Lyall, R. W. & Company, Inc.
  - e. Perfection Corporation.
2. Body: Bronze, complying with ASTM B 584.
3. Ball: Chrome-plated bronze.
4. Stem: Bronze; blowout proof.
5. Seats: Reinforced TFE.
6. Packing: Threaded-body packnut design with adjustable-stem packing.
7. Ends: Threaded, flared, or socket as indicated in "Underground Manual Gas Shutoff Valve Schedule" and "Aboveground Manual Gas Shutoff Valve Schedule" Articles.
8. CWP Rating: 600 psig (4140 kPa).
9. Listing: Valves NPS 1 (DN 25) and smaller shall 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.

F. Bronze Plug Valves: MSS SP-78.

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
  - a. A.Y. McDonald Mfg. Co.
  - b. Lee Brass Company.
2. Body: Bronze, complying with ASTM B 584.
3. Plug: Bronze.
4. Ends: Threaded, socket, as indicated in "Underground Manual Gas Shutoff Valve Schedule" and "Aboveground Manual Gas Shutoff Valve Schedule" Articles.
5. Operator: Square head or lug type with tamperproof feature where indicated.
6. Pressure Class: 125 psig (862 kPa).
7. Listing: Valves NPS 1 (DN 25) and smaller shall be listed and labeled by an NRTL acceptable to authorities having jurisdiction.
8. Service: Suitable for natural-gas service with "WOG" indicated on valve body.

G. Valve Boxes:

1. Cast-iron, two-section box.
2. Top section with cover with "GAS" lettering.
3. Bottom section with base to fit over valve and barrel a minimum of 5 inches (125 mm) in diameter.
4. Adjustable cast-iron extensions of length required for depth of bury.
5. Include tee-handle, steel operating wrench with socket end fitting valve nut or flat head, and with stem of length required to operate valve.

2.5 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 (DN 50) and smaller.

B. Line Pressure Regulators: Comply with ANSI Z21.80.

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
  - a. Actaris.
  - b. American Meter Company.
  - c. Fisher Control Valves & Instruments; a brand of Emerson Process Management.
  - d. Invensys.
  - e. Itron Gas.
  - f. Maxitrol Company.
  - g. Sensus.

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: Nitrile rubber resistant to gas impurities, abrasion, and deformation at the valve port.
6. Orifice: Aluminum; interchangeable.
7. Seal Plug: Ultraviolet-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 the regulator.
9. Pressure regulator shall maintain discharge pressure setting downstream, and not exceed 150 percent of design discharge pressure at shutoff.
10. Overpressure Protection Device: Factory mounted on pressure regulator.
11. Atmospheric Vent: Factory- or field-installed, stainless-steel screen in opening if not connected to vent piping.
12. Maximum Inlet Pressure: 5 psig (34.5 kPa).

## 2.6 DIELECTRIC UNIONS

### A. Dielectric Unions:

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
  - a. A.Y. McDonald Mfg. Co.
  - b. Matco-Norca.
  - c. Watts; a Watts Water Technologies company.
  - d. Wilkins.
  - e. Zurn Industries, LLC.
2. Description:
  - a. Standard: ASSE 1079.
  - b. Pressure Rating: 150 psig (1035 kPa).
  - c. End Connections: Solder-joint copper alloy and threaded ferrous.

## 2.7 LABELING AND IDENTIFYING

- ### A. Detectable Warning Tape: Acid- and alkali-resistant, PE film warning tape manufactured for marking and identifying underground utilities, a minimum of 6 inches (150 mm) wide and 4 mils (0.1 mm) thick, continuously inscribed with a description of utility, with metallic core encased in a protective jacket for corrosion protection, detectable by metal detector when tape is buried up to 30 inches (750 mm) deep; colored yellow.

PART 3 - EXECUTION

3.1 OUTDOOR PIPING INSTALLATION

- A. Comply with NFPA 54 for installation and purging of natural-gas piping.
- B. Install underground, natural-gas piping buried at least 36 inches (900 mm) below finished grade. Comply with requirements in Section 312000 "Earth Moving" for excavating, trenching, and backfilling.
  - 1. If natural-gas piping is installed less than 36 inches (900 mm) below finished grade, install it in containment conduit.
- C. Install underground, PE, natural-gas piping according to ASTM D 2774.
- D. Steel Piping with Protective Coating:
  - 1. Apply joint cover kits to pipe after joining to cover, seal, and protect joints.
  - 2. Repair damage to PE coating on pipe as recommended in writing by protective coating manufacturer.
  - 3. Replace pipe having damaged PE coating with new pipe.
- E. Install fittings for changes in direction and branch connections.

3.2 VALVE INSTALLATION

- A. Install manual gas shutoff valve for each gas appliance ahead of corrugated stainless-steel tubing 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 earthquake valves aboveground outside buildings according to listing.
- E. Install anode for metallic valves in underground PE piping.

3.3 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 according to 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 according to AWS's "Brazing Handbook," "Pipe and Tube" Chapter.

F. 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, then use wrench. Do not overtighten.

G. PE Piping Heat-Fusion Joints: Clean and dry joining surfaces by wiping with clean cloth or paper towels. Join according to ASTM D 2657.

1. Plain-End Pipe and Fittings: Use butt fusion.
2. Plain-End Pipe and Socket Fittings: Use socket fusion.

### 3.4 HANGER AND SUPPORT INSTALLATION

A. Comply with requirements for pipe hangers and supports specified in Section 230529 "Hangers and Supports for HVAC Piping and Equipment."

B. Install hangers for horizontal steel piping with the following maximum spacing and minimum rod sizes:

1. NPS 1 (DN 25) and Smaller: Maximum span, 96 inches (2438 mm); minimum rod size, 3/8 inch (10 mm).
2. NPS 1-1/4 (DN 32): Maximum span, 108 inches (2743 mm); minimum rod size, 3/8 inch (10 mm).
3. NPS 1-1/2 and NPS 2 (DN 40 and DN 50): Maximum span, 108 inches (2743 mm); minimum rod size, 3/8 inch (10 mm).

### 3.5 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 according to NFPA 70.

C. Install piping adjacent to appliances to allow service and maintenance of appliances.

- D. Connect piping to appliances using manual gas shutoff valves and unions. Install valve within 72 inches (1800 mm) of each gas-fired appliance and equipment. Install union between valve and appliances or equipment.
- E. Sediment Traps: Install tee fitting with capped nipple in bottom to form drip, as close as practical to inlet of each appliance.

### 3.6 LABELING AND IDENTIFYING

- A. Comply with requirements in Section 230553 "Identification for HVAC Piping and Equipment" for piping and valve identification.
- B. Install detectable warning tape directly above gas piping, 12 inches (300 mm) below finished grade, except 6 inches (150 mm) below subgrade under pavements and slabs.

### 3.7 FIELD QUALITY CONTROL

- A. Test, inspect, and purge natural gas according to NFPA 54 and authorities having jurisdiction.
- B. Natural-gas piping will be considered defective if it does not pass tests and inspections.
- C. Prepare test and inspection reports.

### 3.8 OUTDOOR PIPING SCHEDULE

- A. Underground natural-gas piping shall be either of the following:
  - 1. PE pipe and fittings joined by heat fusion; service-line risers with tracer wire terminated in an accessible location.
  - 2. Steel pipe with wrought-steel fittings and welded joints. Coat pipe and fittings with protective coating for steel piping.
- B. Aboveground natural-gas piping shall be the following:
  - 1. Steel pipe with wrought-steel fittings and welded joints.
- C. Containment Conduit: Steel pipe with wrought-steel fittings and welded joints. Coat pipe and fittings with protective coating for steel piping.

### 3.9 ABOVEGROUND MANUAL GAS SHUTOFF VALVE SCHEDULE

- A. Valves for pipe sizes NPS 2 (DN 50) and smaller at service meter shall be one of the following:
  - 1. One-piece, bronze ball valve with bronze trim.
  - 2. Two-piece, full-port, bronze ball valves with bronze trim.
  - 3. Bronze plug valve.
- B. Distribution piping valves for pipe sizes NPS 2 (DN 50) and smaller shall be one of the following:

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1. One-piece, bronze ball valve with bronze trim.
2. Two-piece, full-port, bronze ball valves with bronze trim.
3. Bronze plug valve.

C. Valves in branch piping for single appliance shall be one of the following:

1. One-piece, bronze ball valve with bronze trim.
2. Two-piece, full regular-port, bronze ball valves with bronze trim.
3. Bronze plug valve.

END OF SECTION 231123

## SECTION 233113 - METAL DUCTS

### PART 1 - GENERAL

#### 1.1 SUMMARY

A. Section Includes:

1. Rectangular ducts and fittings.
2. Round ducts and fittings.
3. Sheet metal materials.
4. Sealant and gaskets.
5. Hangers and supports.

B. Related Sections:

1. Section 230593 "Testing, Adjusting, and Balancing for HVAC" for testing, adjusting, and balancing requirements for metal ducts.
2. Section 233300 "Air Duct Accessories" for dampers, sound-control devices, duct-mounting access doors and panels, turning vanes, and flexible ducts.

#### 1.2 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" and ASCE/SEI 7.
- B. Airstream Surfaces: Surfaces in contact with the airstream shall comply with requirements in ASHRAE 62.1.

#### 1.3 ACTION SUBMITTALS

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

1. Duct-Cleaning Test Report for Prerequisite IEQ 1: Documentation of work performed for compliance with ASHRAE 62.1, Section 7.2.4 - "Ventilation System Start-up."

B. Shop Drawings:

1. Fabrication, assembly, and installation, including plans, elevations, sections, components, and attachments to other work.
2. Factory- and shop-fabricated ducts and fittings.
3. Duct layout indicating sizes, configuration, and static-pressure classes.
4. Elevation of top of ducts.
5. Dimensions of main duct runs from building grid lines.
6. Fittings.
7. Reinforcement and spacing.
8. Seam and joint construction.

9. Penetrations through fire-rated and other partitions.
10. Equipment installation based on equipment being used on Project.
11. Locations for duct accessories, including dampers, turning vanes, and access doors and panels.
12. Hangers and supports, including methods for duct and building attachment and vibration isolation.
13. Shop Drawings for all sheet metal systems.

#### 1.4 INFORMATIONAL SUBMITTALS

- A. Coordination Drawings: Plans, drawn to scale, on which the following items are shown and coordinated with each other, using input from installers of the items involved:
  1. Duct installation in congested spaces, indicating coordination with general construction, building components, and other building services. Indicate proposed changes to duct layout.
  2. Suspended ceiling components.
  3. Structural members to which duct will be attached.
  4. Size and location of initial access modules for acoustical tile.
  5. Penetrations of fire-rated construction.
  6. Items penetrating finished ceiling including the following:
    - a. Lighting fixtures.
    - b. Air outlets and inlets.
    - c. Speakers.
    - d. Sprinklers.
    - e. Access panels.
- B. Welding certificates.

#### 1.5 QUALITY ASSURANCE

- A. Welding Qualifications: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel," for hangers and supports. AWS D9.1M/D9.1, "Sheet Metal Welding Code," for duct joint and seam welding.
- B. 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.
- C. ASHRAE Compliance: Applicable requirements in ASHRAE 62.1, Section 5 - "Systems and Equipment" and Section 7 - "Construction and System Start-up."
- D. ASHRAE/IESNA Compliance: Applicable requirements in ASHRAE/IESNA 90.1, Section 6.4.4 - "HVAC System Construction and Insulation."

## PART 2 - PRODUCTS

### 2.1 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.
- 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 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. 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. McGill AirFlow LLC.
    - c. SEMCO LLC.
    - d. Spiral Manufacturing Co., Inc.
    - e. Stamped Fittings Inc.
- 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 (1524 mm) 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 (2286 mm) 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: G90 (Z275).
  - 2. Finishes for Surfaces Exposed to View: Mill phosphatized.
- C. 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.
- D. Tie Rods: Galvanized steel, 1/4-inch (6-mm) minimum diameter for lengths 36 inches (900 mm) or less; 3/8-inch (10-mm) minimum diameter for lengths longer than 36 inches (900 mm).

### 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 (76 mm).
  - 3. Sealant: Modified styrene acrylic.

4. Water resistant.
5. Mold and mildew resistant.
6. Maximum Static-Pressure Class: 10-inch wg (2500 Pa), positive and negative.
7. Service: Indoor and outdoor.
8. Service Temperature: Minus 40 to plus 200 deg F (Minus 40 to plus 93 deg C).
9. Substrate: Compatible with galvanized sheet steel (both PVC coated and bare), stainless steel, or aluminum.
10. For indoor applications, sealant shall have a VOC content of 250 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
11. Sealant shall comply with the testing and product requirements of the California Department of Health Services' "Standard Practice for the Testing of Volatile Organic Emissions from Various Sources Using Small-Scale Environmental Chambers."

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 (2500 Pa), 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. For indoor applications, sealant shall have a VOC content of 250 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
7. Sealant shall comply with the testing and product requirements of the California Department of Health Services' "Standard Practice for the Testing of Volatile Organic Emissions from Various Sources Using Small-Scale Environmental Chambers."

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 (0.14 L/s per sq. m) and shall be rated for 10-inch wg (2500-Pa) 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. Hanger Rods for Corrosive Environments: Electrogalvanized, all-thread rods or galvanized rods with threads painted with zinc-chromate primer after installation.
- C. Strap and Rod Sizes: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 5-1 (Table 5-1M), "Rectangular Duct Hangers Minimum Size," and Table 5-2, "Minimum Hanger Sizes for Round Duct."
- D. Steel Cables for Galvanized-Steel Ducts: Galvanized steel complying with ASTM A 603.
- E. Steel Cables for Stainless-Steel Ducts: Stainless steel complying with ASTM A 492.
- F. 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.
- G. Duct Attachments: Sheet metal screws, blind rivets, or self-tapping metal screws; compatible with duct materials.
- H. Trapeze and Riser Supports:
  - 1. Supports for Galvanized-Steel Ducts: Galvanized-steel shapes and plates.
  - 2. Supports for Stainless-Steel Ducts: Stainless-steel shapes and plates.
  - 3. 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 round ducts in maximum practical lengths.
- D. Install ducts with fewest possible joints.
- E. Install factory- or shop-fabricated fittings for changes in direction, size, and shape and for branch connections.
- F. Unless otherwise indicated, install ducts vertically and horizontally, and parallel and perpendicular to building lines.

- G. Install ducts close to walls, overhead construction, columns, and other structural and permanent enclosure elements of building.
- H. Install ducts with a clearance of 1 inch (25 mm), plus allowance for insulation thickness.
- I. Route ducts to avoid passing through transformer vaults and electrical equipment rooms and enclosures.
- J. 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 (38 mm).
- K. Where ducts pass through fire-rated interior partitions and exterior walls, install fire dampers. Comply with requirements in Section 233300 "Air Duct Accessories" for fire and smoke dampers.
- L. Protect duct interiors from moisture, construction debris and dust, and other foreign materials. Comply with SMACNA's "IAQ Guidelines for Occupied Buildings Under Construction," Appendix G, "Duct Cleanliness for New Construction Guidelines."

### 3.2 INSTALLATION OF EXPOSED DUCTWORK

- A. Protect ducts exposed in finished spaces from being dented, scratched, or damaged.
- B. Trim duct sealants flush with metal. Create a smooth and uniform exposed bead. Do not use two-part tape sealing system.
- C. Grind welds to provide smooth surface free of burrs, sharp edges, and weld splatter. When welding stainless steel with a No. 3 or 4 finish, grind the welds flush, polish the exposed welds, and treat the welds to remove discoloration caused by welding.
- D. Maintain consistency, symmetry, and uniformity in the arrangement and fabrication of fittings, hangers and supports, duct accessories, and air outlets.
- E. Repair or replace damaged sections and finished work that does not comply with these requirements.

### 3.3 DUCT SEALING

- A. Seal ducts 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 A.
  - 3. Outdoor, Exhaust Ducts: Seal Class C.
  - 4. Outdoor, Return-Air Ducts: Seal Class C.
  - 5. Unconditioned Space, Supply-Air Ducts in Pressure Classes 2-Inch wg (500 Pa) and Lower: Seal Class B.

6. Unconditioned Space, Supply-Air Ducts in Pressure Classes Higher Than 2-Inch wg (500 Pa): Seal Class A.
7. Unconditioned Space, Exhaust Ducts: Seal Class C.
8. Unconditioned Space, Return-Air Ducts: Seal Class B.
9. Conditioned Space, Supply-Air Ducts in Pressure Classes 2-Inch wg (500 Pa) and Lower: Seal Class C.
10. Conditioned Space, Supply-Air Ducts in Pressure Classes Higher Than 2-Inch wg (500 Pa): Seal Class B.
11. Conditioned Space, Exhaust Ducts: Seal Class B.
12. Conditioned Space, Return-Air Ducts: Seal Class C.

### 3.4 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 (100 mm) thick.
  4. Do not use powder-actuated concrete fasteners for lightweight-aggregate concretes or for slabs less than 4 inches (100 mm) thick.
- C. Hanger Spacing: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 5-1 (Table 5-1M), "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 (610 mm) of each elbow and within 48 inches (1200 mm) 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 (5 m).
- 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.

### 3.5 CONNECTIONS

- A. Make connections to equipment with flexible connectors complying with Section 233300 "Air Duct Accessories."
- B. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for branch, outlet and inlet, and terminal unit connections.

3.6 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 233300 "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 according to NADCA 1992. 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 according to manufacturer's written instructions after removal of surface deposits and debris.

3.7 START UP

- A. Air Balance: Comply with requirements in Section 230593 "Testing, Adjusting, and Balancing for HVAC."

3.8 DUCT SCHEDULE

- A. Fabricate ducts with galvanized sheet steel except as otherwise indicated and as follows:

- B. Supply Ducts:

- 1. Ducts Connected to Constant-Volume Air-Handling Units :

- a. Pressure Class: Positive 2-inch wg (500 Pa).
    - b. Minimum SMACNA Seal Class: A.
    - c. SMACNA Leakage Class for Rectangular: 6.
    - d. SMACNA Leakage Class for Round and Flat Oval: 6.

- C. Return Ducts:

- 1. Ducts Connected to Air-Handling Units

- a. Pressure Class: Positive or negative 2-inch wg (500 Pa)
    - b. Minimum SMACNA Seal Class: A
    - c. SMACNA Leakage Class for Rectangular: 6.
    - d. SMACNA Leakage Class for Round and Flat Oval: 6 .

- D. Intermediate Reinforcement:

- 1. Galvanized-Steel Ducts: Galvanized steel.

- E. 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 (5 m/s) 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 (5 to 7.6 m/s):

- 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."

2. Rectangular Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-2, "Rectangular Elbows."
  - a. Radius Type RE 1 with minimum 1.5 radius-to-diameter ratio.
  - b. Radius Type RE 3 with minimum 1.0 radius-to-diameter ratio and two vanes.
3. 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 (5 m/s) or Lower: 0.5 radius-to-diameter ratio and three segments for 90-degree elbow.
    - 2) Velocity 1000 to 1500 fpm (5 to 7.6 m/s): 1.0 radius-to-diameter ratio and four segments for 90-degree elbow.
  - b. Round Elbows, 12 Inches (305 mm) and Smaller in Diameter: Stamped or pleated.
  - c. Round Elbows, 14 Inches (356 mm) and Larger in Diameter: Standing seam or Welded.

F. 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: 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 1500 fpm and lower (5 to 7.6 m/s): Conical tap.
  - b. Velocity 1500 fpm (7.6 m/s) or Higher: 45-degree lateral.

END OF SECTION 233113

SECTION 233300 - AIR DUCT ACCESSORIES

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Backdraft and pressure relief dampers.
2. Manual volume dampers.
3. Flange connectors.
4. Turning vanes.
5. Duct-mounted access doors.
6. Flexible connectors.
7. Duct accessory hardware.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

1. Detail duct accessories fabrication and installation in ducts and other construction. Include dimensions, weights, loads, and required clearances; and method of field assembly into duct systems and other construction. Include the following:
  - a. Special fittings.
  - b. Manual volume damper installations.

1.3 CLOSEOUT SUBMITTALS

A. Operation and maintenance data.

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: G90 (Z275).
  - 2. Exposed-Surface Finish: Mill phosphatized.
- B. Reinforcement Shapes and Plates: Galvanized-steel reinforcement where installed on galvanized sheet metal ducts; compatible materials for aluminum and stainless-steel ducts.
- C. Tie Rods: Galvanized steel, 1/4-inch (6-mm) minimum diameter for lengths 36 inches (900 mm) or less; 3/8-inch (10-mm) minimum diameter for lengths longer than 36 inches (900 mm).

## 2.3 MANUAL VOLUME DAMPERS

- A. Standard, Steel, Manual Volume Dampers:
  - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. McGill AirFlow LLC.
    - b. Nailor Industries Inc.
    - c. Pottorff.
    - d. Ruskin Company.
    - e. Trox USA Inc.
  - 2. Standard leakage rating, with linkage outside airstream.
  - 3. Suitable for horizontal or vertical applications.
  - 4. Frames:
    - a. Frame: Hat-shaped, 0.094-inch- (2.4-mm-) 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 (1.62 mm) thick.
  - 6. Blade Axles: Galvanized steel.
  - 7. Bearings:
    - a. Oil-impregnated stainless-steel sleeve.
    - b. Dampers in ducts with pressure classes of 3-inch wg (750 Pa) 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. Jackshaft:

1. Size: 0.5-inch (13-mm) 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.

C. Damper Hardware:

1. Zinc-plated, die-cast core with dial and handle made of 3/32-inch- (2.4-mm-) thick zinc-plated steel, and a 3/4-inch (19-mm) 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, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:

1. Aero-Dyne Sound Control Co.
2. Ductmate Industries, Inc.
3. Duro Dyne Inc.
4. Hardcast, Inc.
5. 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. Manufactured Turning Vanes for Nonmetal Ducts: Fabricate curved blades of resin-bonded fiberglass with acrylic polymer coating; support with bars perpendicular to blades set; set into vane runners suitable for duct mounting.

D. 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."

E. Vane Construction: Double wall.

2.5 DUCT-MOUNTED ACCESS DOORS

A. 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:

1. Ductmate Industries, Inc.
2. Greenheck Fan Corporation.
3. McGill AirFlow LLC.
4. Nailor Industries Inc.

5. Pottorff.

- B. Duct-Mounted Access Doors: Fabricate access panels according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible"; Figures 7-2 (7-2M), "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 (25-by-25-mm) 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 (300 mm) Square: No hinges and two sash locks.
- b. Access Doors up to 18 Inches (460 mm) Square: Continuous and two sash locks.
- c. Access Doors up to

2.6 FLEXIBLE CONNECTORS

- A. 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:

1. Ductmate Industries, Inc.
2. Duro Dyne Inc.
3. Hardcast, Inc.
4. Ventfabrics, Inc.

- B. Materials: Flame-retardant or noncombustible fabrics.

- C. Coatings and Adhesives: Comply with UL 181, Class 1.

- D. Metal-Edged Connectors: Factory fabricated with a fabric strip 3-1/2 inches (89 mm) wide attached to two strips of 2-3/4-inch- (70-mm-) wide, 0.028-inch- (0.7-mm-) thick, galvanized sheet steel or 0.032-inch- (0.8-mm-) thick aluminum sheets. Provide metal compatible with connected ducts.

- E. Indoor System, Flexible Connector Fabric: Glass fabric double coated with neoprene.

1. Minimum Weight: 26 oz./sq. yd. (880 g/sq. m).
2. Tensile Strength: 480 lbf/inch (84 N/mm) in the warp and 360 lbf/inch (63 N/mm) in the filling.
3. Service Temperature: Minus 40 to plus 200 deg F (Minus 40 to plus 93 deg C).

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. 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.
- D. Set dampers to fully open position before testing, adjusting, and balancing.
- E. Install test holes at fan inlets and outlets and elsewhere as indicated.
- F. Label access doors according to Section 230553 "Identification for HVAC Piping and Equipment" to indicate the purpose of access door.
- G. Install flexible connectors to connect ducts to equipment.
- H. Connect flexible ducts to metal ducts with liquid adhesive plus draw bands.
- I. Install duct test holes where required for testing and balancing purposes.

3.2 FIELD QUALITY CONTROL

- A. Tests and Inspections:
  - 1. Operate dampers to verify full range of movement.
  - 2. Inspect locations of access doors and verify that purpose of access door can be performed.
  - 3. Operate fire and smoke dampers to verify full range of movement and verify that proper heat-response device is installed.

4. Inspect turning vanes for proper and secure installation.

END OF SECTION 233300

## SECTION 233346 - FLEXIBLE DUCTS

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
  - 1. Non-insulated flexible ducts.
  - 2. Insulated flexible ducts.

#### 1.2 ACTION SUBMITTALS

- A. Product Data: For each type of product.
- B. Shop Drawings: For flexible ducts.
  - 1. Include plans showing locations and mounting and attachment details.

#### 1.3 INFORMATIONAL SUBMITTALS

- A. Coordination Drawings: Reflected ceiling plans, drawn to scale, and coordinated with each other, using input from installers of the items involved.

### 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, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:

1. Flexmaster U.S.A., Inc.
  2. McGill AirFlow LLC.
  3. Ward Industries; a brand of Hart & Cooley, Inc.
- B. Insulated, Flexible Duct: UL 181, Class 1, two-ply vinyl film supported by helically wound, spring-steel wire; fibrous-glass insulation; polyethylene vapor-barrier film.
1. Pressure Rating: 10-inch wg (2500 Pa) positive and 1.0-inch wg (250 Pa) negative.
  2. Maximum Air Velocity: 4000 fpm (20 m/s).
  3. Temperature Range: Minus 10 to plus 160 deg F (Minus 23 to plus 71 deg C).
  4. Insulation R-Value: Comply with ASHRAE/IES 90.1, R6.

### 2.3 FLEXIBLE DUCT CONNECTORS

- A. Clamps: Stainless-steel band with cadmium-plated hex screw to tighten band with a worm-gear action or Nylon strap in sizes 3 through 18 inches (75 through 460 mm), to suit duct size.
- B. Non-Clamp Connectors: Adhesive.

## 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.

Install in indoor applications only. Flexible ductwork should not be exposed to UV lighting.

- C. Connect diffusers or light troffer boots to ducts with maximum 48-inch lengths of flexible duct clamped or strapped in place.
- D. Connect flexible ducts to metal ducts with adhesive plus draw bands.
- 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 (38 mm) wide or wider and spaced a maximum of 48 inches (1200 mm) apart. Maximum centerline sag between supports shall not exceed 1/2 inch (13 mm) per 12 inches (300 mm).

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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.

END OF SECTION 233346

SECTION 233713.13 - AIR DIFFUSERS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
  - 1. Rectangular and square ceiling diffusers.
  - 2. Perforated diffusers.
  - 3. Louver face diffusers.
- B. Related Requirements:
  - 1. Section 233300 "Air Duct Accessories" for fire and smoke dampers and volume-control dampers not integral to diffusers.
  - 2. Section 233713.23 "Air Registers and Grilles" for adjustable-bar register and grilles, fixed-face registers and grilles, and linear bar grilles.
  - 3. Section 233713.43 "Security Registers and Grilles" for security registers and security grilles.

1.2 ACTION SUBMITTALS

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

PART 2 - PRODUCTS

2.1 RECTANGULAR AND SQUARE CEILING DIFFUSERS

- A. Louvered diffuser : Refer to plans and schedules for specifics.
- B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Krueger.
  - 2. Nailor Industries Inc.
  - 3. Price Industries.
  - 4. Titus.
- C. Material: Steel.
- D. Finish: Baked enamel, white.
- E. Face Size: 24 by 24 inches (600 by 600 mm).
- F. Face Style: Three cone.



- G. Mounting: T-bar.
- H. Pattern: Fixed.
- I. Dampers: Radial opposed blade.

### PART 3 - EXECUTION

#### 3.1 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.

#### 3.2 ADJUSTING

- A. After installation, adjust diffusers to air patterns indicated, or as directed, before starting air balancing.

END OF SECTION 233713.13

SECTION 233713.23 - AIR REGISTERS AND GRILLES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
  - 1. Fixed face registers and grilles.
- B. Related Requirements:
  - 1. Section 233300 "Air Duct Accessories" for fire and smoke dampers and volume-control dampers not integral to registers and grilles.

1.2 ACTION SUBMITTALS

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

PART 2 - PRODUCTS

2.1 REGISTERS

2.2 GRILLES

- A. Fixed Face Diffusers and Grille: refer to plans and schedules for diffuser and grille specifics.
  - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. Krueger.
    - b. Nailor Industries Inc.
    - c. Price Industries.
    - d. Titus.
  - 2. Material: Steel.
  - 3. Finish: Baked enamel, white.
  - 4. Face Blade Arrangement: spaced 1/2 inch (19 mm)x 1/2 inch (13 mm) apart.
  - 5. Face Arrangement: Cube core.
  - 6. Core Construction: Integral.
  - 7. Frame: 1-1/4 inches (32 mm) wide.
  - 8. Mounting: Lay in.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Install registers and grilles level and plumb.
- B. Outlets and Inlets Locations: 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 registers and grilles with airtight connections to ducts and to allow service and maintenance of dampers, air extractors, and fire dampers.

3.2 ADJUSTING

- A. After installation, adjust registers and grilles to air patterns indicated, or as directed, before starting air balancing.

END OF SECTION 233713.23

SECTION 237416.11 - PACKAGED, SMALL-CAPACITY, ROOFTOP AIR-CONDITIONING UNITS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes packaged, small-capacity, rooftop air-conditioning units (RTUs) with the following components and accessories:
  - 1. Casings.
  - 2. Fans.
  - 3. Motors.
  - 4. Rotary heat exchangers.
  - 5. Coils.
  - 6. Refrigerant circuit components.
  - 7. Air filtration.
  - 8. Gas furnaces.
  - 9. Dampers.
  - 10. Electrical power connections.
  - 11. Controls.
  - 12. Accessories.
  - 13. Roof curbs.

1.2 ACTION SUBMITTALS

- A. Product Data: For each RTU.
- 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. Include diagrams for power, signal, and control wiring.

1.3 INFORMATIONAL SUBMITTALS

- A. Coordination Drawings: Plans and other details, drawn to scale and coordinated with each other, using input from installers of the items involved.
- B. Field quality-control reports.
- C. Sample warranty.

1.4 CLOSEOUT SUBMITTALS

- A. Operation and maintenance data.

1.5 WARRANTY

- A. Special Warranty: Manufacturer agrees to repair or replace components of RTUs that fail in materials or workmanship within specified warranty period.
  - 1. Warranty Period:
    - a. For Compressor: Five year(s) from date of Substantial Completion.
    - b. For Parts: Two year from date of Substantial Completion.
    - c. For Labor: Two year from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 DESCRIPTION

- A. AHRI Compliance:
  - 1. Comply with AHRI 210/240 for testing and rating energy efficiencies for RTUs.
  - 2. Comply with AHRI 270 for testing and rating sound performance for RTUs.
- B. AMCA Compliance:
  - 1. Comply with AMCA 11 and bear the AMCA-Certified Ratings Seal for air and sound performance according to AMCA 211 and AMCA 311.
  - 2. Damper leakage tested according to AMCA 500-D.
  - 3. Operating Limits: Classify according to AMCA 99.
- C. ASHRAE Compliance:
  - 1. Comply with ASHRAE 15 for refrigeration system safety.
  - 2. Comply with ASHRAE 33 for methods of testing cooling and heating coils.
  - 3. Comply with applicable requirements in ASHRAE 62.1, Section 5 - "Systems and Equipment" and Section 7 - "Construction and Startup."
- D. ASHRAE/IES Compliance: Comply with applicable requirements in ASHRAE/IES 90.1, Section 6 - "Heating, Ventilating, and Air-Conditioning."
- E. NFPA Compliance: Comply with NFPA 90A or NFPA 90B.
- F. 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 MANUFACTURERS

- A. Trane, Carrier, York (JCI) or prior approved equal.

2.3 PERFORMANCE REQUIREMENTS

- A. Refer to drawings.

2.4 CAPACITIES AND CHARACTERISTICS

- A. Exterior Casing Thickness: 0.0626 inch (1.6 mm) thick.
- B. Supply-Air Fan:
  - 1. Fan Type: Direct drive, forward curved, centrifugal.
  - 2. Airflow: Refer to drawings.
  - 3. External Static Pressure: Refer to drawings.
  - 4. Fan Speed: Refer to drawings
  - 5. Enclosure Type: Open, dripproof.
  - 6. Enclosure Materials: Rolled steel.
  - 7. Motor Characteristics:
    - a. Horsepower: Refer to drawings.
    - b. Motor Speed: Multispeed, ECM.
    - c. Volts: 460.
    - d. Phase: 3
    - e. Hertz: 60.
    - f. Full-Load Amperes: Refer to drawings.
    - g. Minimum Circuit Ampacity: Refer to drawings.
    - h. Maximum Overcurrent Protection: Refer to drawings.
- C. Supply-Air Refrigerant Coil:
  - 1. Total Cooling Capacity: Refer to drawings.
  - 2. Sensible Cooling Capacity: Refer to drawings.
  - 3. Entering-Air Dry-Bulb Temperature: Refer to drawings.
  - 4. Entering-Air Wet-Bulb Temperature: Refer to drawings.
- D. Outdoor-Air Refrigerant Coil:
  - 1. Ambient-Air Temperature: Refer to drawings.
  - 2. Fan Motor: Refer to drawings.
  - 3. Number of Fans: 1.
- E. Compressors:
  - 1. Number of Refrigerant Circuits: One.
  - 2. Compressor Speed: Single.
  - 3. Suction Temperature: Refer to drawings.
  - 4. Power Input: Refer to drawings.
  - 5. Seasonal Energy-Efficiency Ratio (SEER): Refer to drawings.
- F. Gas Furnace:

1. Airflow: Refer to drawings.
2. Gas Control Valve: Single stage.
3. Minimum AFUE: 80 percent.
4. Minimum Thermal Efficiency: 80 percent.
5. Input: Refer to plans.
6. Output: Refer to plans.
7. Entering-Air Temperature: Refer to plans
8. Air-Temperature Rise: Refer to plans.

G. Dampers:

1. Outdoor and Return-Air Mixing Dampers: Galvanized-steel dampers mechanically fastened to cadmium plated for galvanized-steel operating rod in reinforced cabinet. Connect operating rods with common linkage or gears and interconnect so dampers operate simultaneously.
2. Full economizer section with enthalpy controls.
3. Barometric or power exhaust relief dampers.

H. Recirculating-Air Filters:

1. One-wide filter racks.
2. Thickness: 1 inch (50 mm).
3. Filter Type: Glass fiber with minimum 80 percent arrestance, and MERV 8.

I. Outdoor-Air Moisture Eliminators:

1. Aluminum mesh.

J. RTU Electrical Characteristics for Single-Point Connection:

1. Voltage as scheduled.
2. Phase: as scheduled.
3. Hertz: 60.
4. Full-Load Amperes: Refer to plans.
5. Minimum Circuit Ampacity: Refer to plans.
6. Maximum Overcurrent Protection: Refer to plans.

## 2.5 CASINGS

- A. General Fabrication Requirements for Casings: Formed and reinforced single-wall insulated panels, fabricated to allow removal for access to internal parts and components, with joints between sections sealed.
- B. Single-Wall Construction: Walls with 1-inch (25-mm) foil faced acoustical insulation with exposed edges encapsulated, R-7 performance.
- C. Exterior Casing Material: Galvanized steel with factory-painted finish, with pitched roof panels and knockouts with grommet seals for electrical and piping connections and lifting lugs.
  1. Corrosion Protection: 672 hours' salt spray test according to ASTM B 117.
- D. Casing Insulation and Adhesive: Comply with NFPA 90A or NFPA 90B.

1. Materials: ASTM C 1071, Type I.
  2. Thickness: 1 inch (25 mm).
  3. Liner materials shall have airstream surface coated with erosion- and temperature-resistant coating or faced with a plain or coated fibrous mat or fabric.
  4. Liner Adhesive: Comply with ASTM C 916, Type I.
- E. Plastic Condensate Drain Pans: Fabricated using rigid heavy plastic polymer, a minimum of 2 inches (50 mm) deep, and complying with ASHRAE 62.1 for design and construction of drain pans.
- F. Airstream Surfaces: Surfaces in contact with the airstream shall comply with requirements in ASHRAE 62.1.

## 2.6 FANS

- A. Supply-Air Fans: Aluminum or painted-steel wheels, and galvanized- or painted-steel fan scrolls.
1. Direct-Driven Supply-Air Fans: Motor shall be resiliently mounted in the fan inlet.
- B. Condenser-Coil Fan: Single-speed propeller, mounted on shaft of permanently lubricated ECM motors.

## 2.7 MOTORS

- A. Comply with NEMA MG 1, Design B, medium induction motor, unless otherwise indicated.
- B. Comply with IEEE 841 for severe-duty motors.
- C. 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.
- D. Duty: Continuous duty at ambient temperature of 104 deg F (40 deg C) and at altitude of 4000 feet (1000 m) above sea level.
- E. Capacity and Torque Characteristics: Sufficient to start, accelerate, and operate connected loads at designated speeds, at installed altitude and environment, with indicated operating sequence, and without exceeding nameplate ratings or considering service factor.
- F. Efficiency: Energy efficient, as defined in NEMA MG 1.
- G. Comply with NEMA designation, temperature rating, service factor, and efficiency requirements.
- H. Multispeed Motors: Variable torque.
1. For motors with other than 2:1 speed ratio, separate winding for each speed.
- I. Multispeed Motors: Separate winding for each speed.
- J. Rotor: Random-wound, squirrel cage.



- K. Bearings: Regreasable, shielded, antifriction ball bearings suitable for radial and thrust loading.
- L. Temperature Rise: Match insulation rating.
- M. Insulation: Class F.
- N. Code Letter Designation:
  - 1. Motors 15 HP and Larger: NEMA starting Code F or Code G.
  - 2. Motors Smaller Than 15 HP: Manufacturer's standard starting characteristic.
- O. Enclosure Material: Cast iron for motor frame sizes rolled steel for motor frame sizes smaller than 324T
- P. Motors Used with Reduced-Voltage and Multispeed Controllers: Match wiring connection requirements for controller with required motor leads. Provide terminals in motor terminal box, suited to control method.
  - 1. Thermal Protection: Comply with NEMA MG 1 requirements for thermally protected motors.
  - 2. Service Factor: 1.15.
  - 3. Motor Bearings: 2000 hr.
    - a. Ambient Temperature: 210d eg C.
    - b. Altitude: 4000 feet above sea level.
    - c. High humidity. 30%RH
  - 4. Efficiency: Premium efficient.
  - 5. Service Factor: 1.15.

## 2.8 COILS

- A. Supply-Air Refrigerant Coil:
  - 1. Aluminum-plate fin and seamless internally grooved copper tube in steel casing with equalizing-type vertical distributor.
  - 2. Coil: Single circuit.
  - 3. Coated.
- B. Outdoor-Air Refrigerant Coil:
  - 1. Aluminum-plate fin and seamless internally grooved copper tube in steel casing with equalizing-type vertical distributor.

## 2.9 REFRIGERANT CIRCUIT COMPONENTS

- A. Compressor: Hermetic, scroll, mounted on vibration isolators; with internal overcurrent and high-temperature protection, internal pressure relief, and crankcase heater.
- B. Refrigeration Specialties:

1. Refrigerant: R-410A.
2. Expansion valve with replaceable thermostatic element.
3. Refrigerant filter/dryer.
4. Manual-reset high-pressure safety switch.
5. Automatic-reset low-pressure safety switch.
6. Minimum off-time relay.
7. Automatic-reset compressor motor thermal overload.
8. Brass service valves installed in compressor suction and liquid lines.

2.10 AIR FILTRATION

- A. Minimum arrestance and MERV-8 according to ASHRAE 52.2.

2.11 GAS FURNACE

- A. Description: Factory assembled, piped, and wired; complying with ANSI Z21.47/CSA 2.3 and NFPA 54.
  1. CSA Approval: Designed and certified by and bearing label of CSA.
- B. Burners: Stainless steel.
  1. Fuel: Natural gas.
  2. Ignition: Electronically controlled electric spark or hot-surface igniter with flame sensor.
- C. Heat-Exchanger and Drain Pan: Aluminized steel.
- D. Venting: Gravity vented.
- E. Gas Valve Train: Single-body, regulated, redundant, 24-V ac gas valve assembly containing pilot solenoid valve, pilot filter, pressure regulator, pilot shutoff, and manual shutoff.

2.12 DAMPERS

- A. Leakage Rate: Comply with ASHRAE/IES 90.1.
- B. Damper Motor: Modulating with adjustable minimum position.

2.13 ELECTRICAL POWER CONNECTIONS

- A. RTU shall have a single connection of power to unit with unit-mounted circuit breaker accessible from outside unit and control-circuit transformer with built-in overcurrent protection.

2.14 CONTROLS

- A. Programmable thermostat, electronic seven day.

2.15 ACCESSORIES

- A. Filter differential pressure switch with sensor tubing on either side of filter. Set for final filter pressure loss.
- B. Remote potentiometer to adjust minimum economizer damper position.
- C. Outside air economizer with Return-air bypass damper and barometric or powered exhaust relief sections as scheduled.
- D. Safeties:
  - 1. Smoke detector.
  - 2. Condensate overflow switch.
  - 3. High and low pressure control.
  - 4. Gas furnace airflow-proving switch.
- E. Coil guards of painted, galvanized-steel wire.
- F. Hail guards of galvanized steel, painted to match casing.
- G. Door switches to disable heating or reset set point when open.
- H. Outdoor-air intake weather hood.
- I. Oil separator.

2.16 ROOF CURBS

- A. Materials: Galvanized steel with corrosion-protection coating, watertight gaskets, and factory-installed wood nailer; complying with NRCA standards.
  - 1. Curb Insulation and Adhesive: Comply with NFPA 90A or NFPA 90B.
    - a. Materials: ASTM C 1071, Type I or II.
    - b. Thickness: 2 inches (50 mm).
  - 2. Application: Factory applied with adhesive and mechanical fasteners to the internal surface of curb.
    - a. Liner Adhesive: Comply with ASTM C 916, Type I.
    - b. Mechanical Fasteners: Galvanized steel, suitable for adhesive attachment, mechanical attachment, or welding attachment to duct without damaging liner when applied as recommended by manufacturer and without causing leakage in cabinet.
    - c. Liner materials applied in this location shall have airstream surface coated with a temperature-resistant coating or faced with a plain or coated fibrous mat or fabric depending on service air velocity.
    - d. Liner Adhesive: Comply with ASTM C 916, Type I.
- B. Curb Dimensions: Height of 18 inches (355 mm).

## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Roof Curb: Install on roof structure or concrete base, level and secure, according to NRCA's "NRCA Roofing Manual: Membrane Roof Systems." Install RTUs on curbs and coordinate roof penetrations and flashing with roof construction specified in Section 077200 "Roof Accessories." Secure RTUs to upper curb rail, and secure curb base to roof framing with anchor bolts.

### 3.2 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 233300 "Air Duct Accessories."
  - 4. Install return-air duct continuously through roof structure.
- B. Install condensate drain, minimum connection size, with trap and indirect connection as shown on plans.
- C. Where installing piping adjacent to RTUs, allow space for service and maintenance.
  - 1. Gas Piping: Comply with applicable requirements in Section 231123 "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.

### 3.3 FIELD QUALITY CONTROL

- A. Perform tests and inspections with the assistance of a factory-authorized service representative.
- B. 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.
- C. RTU will be considered defective if it does not pass tests and inspections.
- D. Prepare test and inspection reports.

3.4 CLEANING AND 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.
- B. After completing system installation and testing, adjusting, and balancing RTU and air-distribution systems, clean filter housings and install new filters.

3.5 DEMONSTRATION

- A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain RTUs.

END OF SECTION 237416.11

SECTION 260000 – ELECTRICAL GENERAL PROVISIONS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions, and Division 1 Specification sections, apply to work of this section.

1.2 DESCRIPTION OF WORK

- A. General: This section specifies several categories of provisions for electrical work including: 1) Certain adaptive expansions of requirements specified in Division 1, 2) General performance requirements within the electrical systems as a whole, and 3) General work to be performed as electrical work, because of its close association.

1.3 SUMMARY OF ELECTRICAL WORK

- A. Drawings: Refer to the E-series drawings for graphic representations, schedules and notations showing electrical work.
- B. Specifications: Refer to the Division 26 sections for the primary technical specifications of electrical work.
- C. General Outline: The facilities and systems of the electrical work can be described (but not by way of limitation) as follows: 1) Power distribution system, including the electrical connecting of equipment not specified to be connected as work of another division, 2) Motor starters and control/protection work as indicated, 3) Systems of branch circuits for lighting and convenience outlets, 4) Fire alarm system.

1.4 COORDINATION OF ELECTRICAL WORK

- A. General: Refer to the Division 1 sections for general coordination requirements applicable to the entire work. It is recognized that the contract documents are diagrammatic in showing certain physical relationships which must be established within the electrical work and in its interface with other work including utilities and mechanical work, and that such establishment is the exclusive responsibility of the Contractor.
  - 1. Arrange electrical work in a neat, well organized manner with conduit and similar services running parallel with primary lines of the building construction.
  - 2. Locate operating and control equipment properly to provide easy access, and arrange entire electrical work with adequate access for operation and maintenance.
  - 3. Advise other trades of openings required in their work for the subsequent move in of large units of electrical work (equipment).
- B. Coordination Drawings: For areas, where several elements of electrical (or combined mechanical and electrical) work must be sequenced and positioned with precision in order

to fit into the available space, prepare coordination drawings (shop drawings) showing the actual physical dimensions (at accurate scale) required for the installation. Prepare and submit these coordination drawings, if required, prior to purchase fabrication purchase-fabrication-installation of any of these elements involved in the coordination.

- C. The drawings and these specifications are complementary, each one to the other, and what is called for by one shall be as binding as if called for by both. Carefully examine the drawings and specifications and report any discrepancies affecting the work to the Architect. The Architect will issue such written instructions or interpretations as may be required.
- D. The electrical plans are diagrammatic, but shall be followed as closely as actual construction and the work of the other trades will allow. Such minor changes as are necessary to make the electrical work conform to the work of other trades and to the building shall be made without cost to the Owner. Minor changes are things such as moving a light switch within a room to be on the proper side of the door swing, or moving a light fixture over one or two ceiling tiles.
- E. Branch circuit numbers are for guidance only and need not necessarily conform to the finished job. Actual circuit numbers used shall be recorded on the record documents, and noted correctly on the panel schedules.
- F. The maximum number of circuits combined in one raceway shall be three; no circuit shall be combined without prior approval of the Architect or unless specifically shown on the drawings.

#### 1.5 QUALITY ASSURANCE AND STANDARDS

- A. General: Refer to the General conditions, Supplementary conditions and Division 1 for general administrative/procedural requirements related to compliance with codes and standards. Specifically, for the electrical work (in addition to standards specified in individual work sections), the following standards are imposed, as applicable to the work in each instance:
  - 1. AWS standards for welding.
  - 2. ANSI C 2, National Electrical Safety Code.
  - 3. ANSI C 73, Dimensions of attachment plugs and receptacles.
  - 4. NECA standards for installation.
  - 5. NEMA standards for materials and products.

#### 1.6 LAWS, CODES AND ORDINANCES

- A. All work and material shall conform to the requirements of OSHA and all national and state Laws and ordinances having jurisdiction at the job site. The (NEC) National Electrical Code, 2008 Edition, or latest edition being enforced, shall be strictly adhered to NEC requirements are considered "minimum requirements". Where requirements of the contract documents exceed NEC, the contract documents govern.

- B. Contractors shall be duly licensed to perform the work required, as noted in the Supplementary Conditions.
- C. Permits are required as noted in the General Conditions.
- D. Upon completion of the work, furnish to the Owner a certificate of final inspection and approval from the electrical inspection bureau having jurisdiction.
- E. All electrical systems shall be grounded in strict accordance with the requirements of the National Electrical Code.

1.7 INDUSTRY PUBLICATION STANDARDS

- A. The publications and standards of the latest issue at the time of bid, of the following organizations, where referenced in these specifications or on the drawings, shall apply:
  - 1. ANSI--- American National Standards Institute
  - 2. ASTM--- American Society of Testing and Materials
  - 3. CBM---- Certified Ballast Manufacturers Association
  - 4. IEEE--- Institute of Electrical and Electronic Architects
  - 5. IPCEA- -Insulated Power Cable Engineer’s Association
  - 6. NEC-- -- National Electrical Code
  - 7. NECA--- National Electrical Contractors Association
  - 8. NEMA--- National Electrical Manufacturers Association
  - 9. NESC- - National Electrical Safety Code
  - 10. NFPA-- National Fire Protection Association
  - 11. UL--- -- Underwriters Laboratory
  - 12. IESNA- -Illuminating Engineering Society of North America

1.8 SUBMITTALS

- A. General: Refer to the General Conditions, Supplementary Conditions and Division1 for general requirements concerning work related and administrative submittals.
- B. General:
  - 1. Submittal data shall be bound in a 3 ring, 8-1/2 inches by 11 inches binder with a table of contents listing items in order of specification section and paragraph number.



2. Submittals shall consist of detailed shop drawings, specifications, catalog "cuts" and data sheets containing physical and dimensioned information, performance data, electrical characteristics, materials used in fabrication, material finish and those which are excluded.
  3. Contractor agrees that shop drawing submittals are not change orders; that the purpose of shop drawing submittals by the contractor is to demonstrate that the contractor understands the design concept, that he demonstrates his understanding by indicating which equipment and material he intends to furnish and install and by detailing the fabrication and installation methods he intends to use.
- C. Specific Requirements: The following items shall be submitted (as a minimum) in accordance with Paragraphs 1.08.B.1 through 3 (above):
1. Conduit and fittings.
  2. 120-600 Volt Wiring
  3. Wiring devices and plates.
  4. Light fixtures and lamps
  5. Panels, starters, contactors, relays, etc.
  6. Safety switches.
  7. Grounding.
  8. Fire alarm equipment and calculations.

#### 1.9 PRODUCT HANDLING

- A. Use all means necessary to protect electrical materials and equipment before, during and after installation and to protect the installed work of other trades. In the event of damage, immediately make all repairs and replacements necessary to the approval of the Architect and at no extra cost.

#### 1.10 WARRANTY, GUARANTEE

- A. As described in the General Conditions and Supplementary Conditions the work to be performed shall be guaranteed for a period of one year after substantial completion.

#### PART 2 - PRODUCTS

- A. General: Refer to the General Conditions, Supplementary Conditions and Division 1 sections for general requirements on products, materials and equipment. The following provisions expand the requirements as applicable to electrical work:
1. All material shall be new and shall bear the label of the Underwriter's Laboratories, Inc., or be listed under reexamination service. All materials shall be of the best

grade and latest pattern of manufacturer as specified.

2. All work shall be performed in a neat, workmanlike manner and shall present a neat mechanical appearance when completed.
3. All similar materials and equipment shall be the product of the same manufacturer.
4. Where no specific material, apparatus or appliance is mentioned, any first-class product made by a reputable manufacturer may be used, providing it conforms to the contract requirements and meets the approval of the Architect.
5. Materials and equipment shall be the standard products of manufacturers regularly engaged in the production of such material and shall be the manufacturer's current and standard design.
  - a. Altitude: Equipment affected by altitude shall perform satisfactorily for the function intended at the altitude of the project site.
  - b. Compatibility: Provide products which are compatible with other products of the electrical work, and with other work requiring interface with the electrical work, including electrical connections and control devices. For exposed electrical work, coordinate colors and finishes with other work.
  - c. Substitution: Refer to the General Conditions and Supplementary Conditions for substitution guidelines.
  - d. Work Quality: Fabrication, erection and installation of the complete electrical system shall be done in a first class workmanlike manner by qualified personnel experienced in such work and shall proceed in an orderly manner so as not to hold up the progress of the project. The Contractor shall check all areas and surfaces where electrical equipment material is to be installed, removed or relocated and report any unsatisfactory conditions to the Architect before starting work. Commencement of work signifies this Contractor's acceptance of existing conditions. In the acceptance or rejection of the finished installation, no allowance will be made for lack of skill on the part of the workmen.

## PART 3 - EXECUTION

### 3.1 ELECTRICAL SYSTEM IDENTIFICATION

- A. General: Provide engraved plastic laminated nameplates at all locations of major units of electrical equipment including panelboards, control centers, alarm and similar systems. Nameplates shall be constructed from laminated phenolic plastic, 1/8 inch thick, 3-ply with black surfaces and white core. Engraving shall be with Roman Gothic lettering, 3/16 inch high, appropriately spaced. Nameplates shall be attached to control devices by use of self tapping flat head chromium plated screws unless approved otherwise. Screw tips on inside of device cover shall be filed to provide a smooth, non-abrasive finish. Gluing, taping and riveting of nameplate to control device is not acceptable. Nameplate information shall include name of panel/equipment, panel electrical characteristics and branch/feeder circuit designation which feeds it. Nomenclature on nameplate(s) shall be similar to the following examples:

Panelboards:	Panel L1CA 120/208V, 3PH, 4W CCT. A-28
Air Handler	AHU-2 CCT. M2-2
Exhaust Fan	EF-5 CCT. P-4

### 3.2 CUTTING AND PATCHING

- A. General: Comply with the requirements of the General Conditions, Supplementary Conditions and Division 1 for the cutting and patching of other work to accommodate the installation of electrical work, except as individually authorized by the Architect, cutting and patching of electrical work to accommodate the installation of other work is not permitted.
- B. Structural Limitations: Do not cut structural framing, walls, floors decks and other members intended to withstand stress, except with the Architect's written authorization. Authorization will be granted only where there is no other reasonable method for completing the electrical work, and where the proposed cutting clearly does not materially weaken the structure.
- C. Patching: Where patching is required to restore other work because of either cutting or other damage inflicted during the installation of electrical work, engage the original installer to complete the patching of the other work. Restore the other work in every respect, including the elimination of visual defects in exposed finishes, as judged by the Architect.

### 3.3 EXCAVATING FOR ELECTRICAL WORK

- A. General: The work of this article is defined to include whatever excavating and backfilling is necessary to install the electrical work. Coordinate the work with other excavating and backfilling in the same area, including dewatering, flood protection provisions and other temporary facilities. Coordinate the work with other work in the same area, including other underground services (existing and new), landscape development, paving, and floor slabs on grade. Coordinate with weather conditions and provide temporary facilities needed for protection and proper performance of excavating and backfilling.

### 3.4 CONCRETE FOR ELECTRICAL WORK

- A. General: The work of this article is defined to include whatever concrete work is necessary or shown specifically to install the electrical work; but excluding equipment base grouting. Coordinate the work with other work, particularly other concrete work and accessories.
  - 1. General Standards: Except as otherwise indicated, comply with applicable provisions of Division 3 sections for electrical work concrete, including formwork, reinforcement, mix design, materials (if not noted on drawings, use mix designs and materials accepted for Division 3 work where possible), admixtures, accessories (including waterstops), placing of wet concrete, finishing, curing, protecting, testing, submittals, and other requirements of the concrete work. Refer instances of

uncertain applicability to the Architect for resolution before proceeding.

### 3.5 TESTING AND COORDINATION

- A. General: Refer to the General Conditions, Supplementary Conditions and Division 1 sections for general closeout requirements for the project. Upon completion of the work, the various systems operated under load conditions shall be tested for short circuits and grounds in accordance with the method and resistance values outlined in the National Electrical Code and for load balance on feeders and branch circuits.
- B. The complete system shall operate satisfactorily in every respect. Make any repairs or adjustments necessary to this end to the satisfaction of the Architect.
- C. Furnish all instruments and labor for testing.
- D. Coordination with Mechanical: Coordinate closeout operations with closeout of mechanical systems and other power consuming equipment. Accurately record on record documents locations of all conduits which are underground. Test run electrical equipment in coordination with test runs of mechanical system. Clean and lubricate operational equipment. Instruct Owner's operating personnel thoroughly in the operation, sequencing, maintenance and safety/emergency provisions of the electrical systems. Turn over the operations to the Owner's personnel at the time(s) of substantial completion. Until the time of final acceptance of the total work of the contract, respond promptly with consultation and services to assist the Owner's personnel with operation of the electrical systems.

### 3.6 SAFETY

- A. Contractor shall not connect permanent utility power to the electrical distribution system until it is safe. Contractor shall secure all panel locations or utilize lock-out/tag-out procedures. Perform work in accordance with OSHA, NFPA 70, NFPA 70E, NESC and other applicable codes to maintain electrical safety at the construction site.

### 3.7 MISCELLANEOUS ITEMS

- A. Miscellaneous items not covered in these specifications shall be as indicated on the drawings, installed and connected by the proper method and as recommended by the manufacturer.

### 3.8 RECORD DOCUMENTS

- A. During progress of the Work, maintain an accurate record of the installation of the system. Maintain these drawings as called for in the General Conditions, Supplementary Conditions and Division 1 specification section.

**END OF SECTION**

SECTION 260503 – ELECTRICAL CONNECTIONS FOR EQUIPMENT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to work of this section.
- B. This section is a Division 26 Basic Materials and Methods section, and is part of each Division-25 and Division -26 section making reference to electrical connections for equipment specified herein.

1.2 DESCRIPTION OF WORK

- A. Extent of electrical connections for equipment is indicated by drawings and schedules. Electrical connections are hereby defined to include connections used for providing electrical power to equipment.
- B. Applications of electrical connections specified in this section include the following:
  - 1. From electrical source to motor starters.
  - 2. From motor starters to motors.
  - 3. To lighting fixtures.
  - 4. To transformers and similar current adjustment features of equipment.
  - 5. To grounds including earthing connections.
  - 6. To master units of communication, signal, alarm, (clock, public address, sound, and video system).
- C. Electrical connections for equipment, not furnished as integral part of equipment, are specified in Division-25 and other Division-26 sections, and are work of this section.
- D. Motor starters and controllers, not furnished as integral part of equipment, are specified in applicable Division-26 sections, and are work of this section.
- E. Refer to Division-25 sections for motor starters and controllers furnished integrally with equipment; not work of this section.
- F. Junction boxes and disconnect switches required for connecting motors and other electrical units of equipment are specified in applicable Division-26 sections, and are work of this section.
- G. Electrical identification for wire/cable conductors is specified in Division-26 section, "Electrical Identification", and is work of this section.
- H. Raceways and wires/cables required for connecting motors and other electrical units of equipment are specified in applicable Division-26 sections, and are work of this section.
- I. Refer to other Division-26 sections for junction boxes and disconnect switches required for connecting motors and other electrical units of equipment; not work of this section.

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- J. Refer to Division-25 for control system wiring; not work of this section.
- K. Refer to sections of other Divisions for specific individual equipment power requirements, not work of this section.

### 1.3 QUALITY ASSURANCE

- A. **Manufacturer:** Firms regularly engaged in manufacture of electrical connectors and terminals, of types and ratings required, and ancillary connection materials, including electrical insulating tape, soldering fluxes, and cable ties, whose products have been in satisfactory use in similar service for not less than 5 years.
- B. **Installer's Qualifications:** Firms with at least 2 years of successful installation experience with projects utilizing electrical connections for equipment similar to that required for this project.
- C. **NEC Compliance:** Comply with applicable portions of NEC as to type of products used and installation of electrical power connections (terminals and splices), junction boxes, motor starters, and disconnect switches.
- D. **IEEE Compliance:** Comply with Std. 241, "IEEE Recommended Practice for Electric Power Systems in Commercial Buildings" pertaining to connections and terminations.
- E. **ANSI Compliance:** Comply with applicable ANSI/NEMA and ANSI/EIA standards pertaining to products and installation of electrical connections for equipment.
- F. **UL Compliance:** Comply with UL Std. 486A, "Wire Connectors and Soldering Lugs for Use with Copper Conductors" including, but not limited to, tightening of electrical connectors to torque values indicated. Provide electrical connection products and materials which are UL-listed and -labeled.
- G. **ETL Compliance:** Provide electrical connection products and materials which are ETL-listed and -labeled.

### 1.4 SUBMITTALS

- A. **Product Data:** Submit manufacturer's data on electrical connections for equipment products and materials.
- B. None Required.

### 1.5 DELIVERY, STORAGE, AND HANDLING

- A. Deliver electrical connection products wrapped in proper factory-fabricated type containers.
- B. Store electrical connection products in original cartons and protect from weather, construction traffic and debris.
- C. Handle electrical connection products carefully to prevent breakage, denting, and scoring finish.

## PART 2 - PRODUCTS

## 2.1 MATERIALS AND COMPONENTS

- A. General: For each electrical connection indicated, provide a complete assembly of materials, including but not necessarily limited to, pressure connectors, terminals (lugs), electrical insulating tape, heat-shrinkable insulating tubing, cable ties, solderless wire nuts, and other items and accessories as needed to complete splices and terminations of the type indicated.
- B. Metal Conduit, Tubing and Fittings:
  - 1. General: Provide metal conduit, tubing and fittings of the types, grades, sizes and weights (wall thicknesses) indicated for each type service. Where types and grades are not indicated, provide proper selection as determined by Installer to fulfill wiring requirements and comply with NEC requirements for raceways. Provide products complying with Division-26 basic materials and methods section "Raceways", and in accordance with the following listing of metal conduit, tubing and fittings.
    - a. Rigid steel conduit.
    - b. Rigid metal conduit fittings.
    - c. Electrical metallic tubing.
    - d. EMT fittings.
    - e. Flexible metal conduit.
    - f. Flexible metal conduit fittings.
    - g. Liquid-tight flexible metal conduit.
    - h. Liquid-tight flexible metal conduit fittings.
- C. Wire, Cable, and Connectors:
  - 1. General: Provide wires, cables and connectors complying with Division 26 basic electrical materials and methods section "Wires and Cables".
  - 2. Wires/Cables: Unless otherwise indicated, provide wires/cables (conductors) for electrical connections which match, including sizes and ratings, of wires/cables which are supplying electrical power. Provide copper conductors with conductivity of not less than 98% at 20 degrees C (68 degrees F).
  - 3. Connectors and Terminals: Provide electrical connectors and terminals which mate and match, including sizes and ratings, with equipment terminals and are recommended by equipment manufacturer for intended applications.
  - 4. Electrical Connection Accessories: Provide electrical insulating tape, heat-shrinkable insulating tubing and boots, electrical solder, electrical soldering flux, wirenuts and cable ties as recommended for use by accessories manufacturers for type services indicated.

## PART 3 - EXECUTION

### 3.1 INSPECTION

- A. Inspect area and conditions under which electrical connections for equipment are to be installed and notify General Contractor in writing of conditions detrimental to proper completion of the work. Do not proceed with the work until unsatisfactory conditions have been corrected in a manner acceptable to Installer. Contractor has full responsibility to verify whether circuit is energized or not and to perform all necessary lock-out/tag-out.

3.2 INSTALLATION OF ELECTRICAL CONNECTIONS

- A. Install electrical connections as indicated; in accordance with equipment manufacturer's written instructions and with recognized industry practices, and complying with requirements of UL, NEC and NECA's "Standard of Installation" to ensure that products fulfill requirements.
- B. Coordinate with other work, including wires/cables, raceway and equipment installation, as necessary to properly interface installation of electrical connections for equipment with other work.
- C. Connect electrical power supply conductors to equipment conductors in accordance with equipment manufacturer's written instructions and wiring diagrams. Mate and match conductors of electrical connections for proper interface between electrical power supplies and installed equipment.
- D. Cover splices with electrical insulation equivalent to, or of greater insulation resistivity rating, than electrical insulation rating of those conductors being spliced.
- E. Prepare cables and wires, by cutting and stripping covering, armor, jacket and insulation properly to ensure a uniform and neat appearance where cables and wires are terminated. Exercise care to avoid cutting through tapes which will remain on conductors. Also avoid "ringing" copper conductors while skinning wire.
- F. Trim cables and wires as short as practicable and arrange routing to facilitate inspection, testing and maintenance.
- G. Tighten connectors and terminals, including screws and bolts, in accordance with equipment manufacturers published torque tightening values for equipment connectors. Accomplish tightening by utilizing proper torquing tools, including torque screwdriver, beam-type torque wrench, and ratchet wrench with adjustable torque settings. Where manufacturer's torquing requirements are not available, tighten connectors and terminals to comply with torquing values contained in UL's 486A.
- H. Provide flexible conduit for motor connections, and other electrical equipment connections, where subject to movement and vibration.
- I. Provide liquid-tight flexible conduit for connection of motors and other electrical equipment where subject to movement and vibration, and also where connections are subjected to one or more of the following conditions:
  - 1. Exterior location.
  - 2. Moist or humid atmosphere where condensate can be expected to accumulate.
  - 3. Corrosive atmosphere.
  - 4. Water spray.
  - 5. Dripping oil, grease, or water.
- J. Coordinate installation of electrical connections for equipment with equipment installation.



- K. Perform all work in conformance with job requirements, other applicable sections of these specifications, governing codes and ordinances, and manufacturer's instructions.

3.3 EQUIPMENT REQUIREMENTS

- A. The electrical requirements for equipment specified or indicated on the drawings are based on information available at the time of design. If equipment furnished for installation has electrical requirements other than indicated on the electrical drawings, the Electrical Subcontractor shall make any required changes to wire and conduit size, controls, overcurrent protection and installation as required to accommodate the equipment supplied, at no additional charge to the Owner. The complete responsibility and costs for such adjustments shall be assigned to the respective section of this specification under which the equipment is furnished.
- B. Motor starters and motor control devices that are not an integral part of the mechanical equipment but are furnished with equipment will be turned over to the Electrical Subcontractor for installation and connection.
- C. \*RESPONSIBILITY LISTING

Motors	Furnished by	Installed by	Wired: Power/Control Contr.
Disc switches, thermal overload switches, manual on-off switches	EC	EC	EC
Magnetic motor starters-loose	EC	EC	EC
Magnetic motor starters-integral w/equipment	MC	MC	MC
Motorized valves, damper motors, solenoids, relays thermostats, E-P and P-E switches, etc.	MC	MC	MC
Temperature control panels boiler controls	MC	MC	MC

MC = Mechanical Subcontractor under Division 25.

EC = Electrical Subcontractor under Division 26.

\* General Contractor shall be responsible for coordination of efforts between Divisions 25 and 26.

- D. Obtain from Mechanical Subcontractor a complete list of all mechanical equipment including load, voltage, phase, etc., at beginning of job prior to installation of any related electrical services. Advise Architect/Engineer of changes and adjust to meet requirements.

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- E. Electrical equipment shall be identified by the attachment of engraved nameplates as specified.
- F. Complete all identification cards for switches, starters and other devices in all distribution panelboards and similar pieces of equipment, on a typewriter in a neat manner and insert the card in the card holder behind a piece of clear plastic. Where the card size is insufficient for the proper identification of all circuits, the index shall be made on a large sheet of paper of proper proportion, and then photo-reduced to fit the card holder.

3.4 FIELD QUALITY CONTROL

- A. Upon completion of installation of electrical connections, and after circuitry has been energized with rated power source, test connections to demonstrate capability and compliance with requirements. Ensure that direction of rotation of each motor fulfills requirement. Correct malfunctioning units at site, then retest to demonstrate compliance.

**END OF SECTION**

SECTION 260519- WIRES AND CABLES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including the General Conditions, Supplementary Conditions, and Division 1 Specification sections, apply to work of this section.
- B. This section is a Division 26 Basic Materials and Methods section, and is part of each Division 16 section making reference to wires and cables specified herein.

1.2 SUMMARY

- A. This Section includes wires, cables, and connectors for power, lighting, signal, control and related systems rated 600 volts and less. Wiring for fire alarm is described in its section, wiring for voice, data and video is described in Division 26 specifications.
- B. The applications for cable, wire and connectors required on the project are as follows:
  - 1. Power distribution circuitry
  - 2. Lighting circuitry
  - 3. Equipment connections and controls circuitry
  - 4. Special systems

1.3 SUBMITTALS

- A. Provide product literature submittal on wiring.

1.4 QUALITY ASSURANCE

- A. Regulatory Requirements: Comply with provisions of the following code:
  - 1. NFPA 70 "National Electrical Code."
- B. Conform to applicable codes and regulations regarding toxicity of combustion products of insulating materials.
- C. UL Compliance: Provide components, which are listed and labeled by UL under the following standards.
  - 1. UL Std. 83 Thermoplastic-Insulated Wires and Cables.
  - 2. UL Std. 486A Wire Connectors and Soldering Lugs for Use with Copper Conductors.

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- D. NEMA/ICEA Compliance: Provide components which comply with the following standards:
  - 1. WC-5 Thermoplastic-Insulated Wire and Cable for the Transmission and Distribution of Electrical Energy.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products which may be incorporated in the work include, but are not limited to, the following:
  - 1. Wire and Cable:
    - a. American Insulated Wire Corp.
    - b. Carol Cable Co. Inc.
    - c. Senator Wire and Cable Co.
    - d. Southwire Company.
  - 2. Connectors for Wires and Cable Conductors:
    - a. AMP
    - b. 3M Company
    - c. O-Z/Gedney Co.
    - d. Square D Company.

2.2 WIRING INSTALLED IN RACEWAYS

- A. General: Provide wiring suitable for the temperature, conditions and location where installed. The following criteria are for single-insulated conductors installed in rigid conduit IMC, EMT, PVC, FMC, and liquid tight flexible conduit.
- B. Conductors: Provide solid conductors for power and lighting circuits no. 10 AWG and smaller. Provide stranded conductors for sizes no. 8 AWG and larger.
- C. Conductor Material: Copper, 98% conductivity, for all wires and cables.
- D. Insulation: Provide XHHW-2 insulation for all service entrance wires and, feeders larger than #6. For all other sizes provide THHN/THWN insulation.

Color Coding for Phase Identification:

All wiring #8 AWG and smaller shall have coloring integral to insulation.

Color code on the project is as follows:

208Y/120 Volts                      Phase

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Black	A
Red	B
Blue	
White	Neutral
Green	Ground

- E. For wire #6 AWG and larger that does not require color code integral to its insulation, colored electrical tape may be used for color coding, it shall cover not less than 6" of conductor within enclosure wherever possible. Color coding shall be with Scotch 35 tape by 3M Company or equal.
- F. All wire on this project shall be new, unused, in good condition and shall be delivered in standard coils, packages and reels. Samples of all wire shall be submitted by the Contractor when so requested by the Architect for the purpose of determining acceptability of the wire. Wire which has been rejected by the Architect shall not be used again. Such rejected wire shall be removed from the Owner's premises forthwith. Decisions as to the quality of the wire furnished and the acceptance of such wire shall be made by the Architect.
- G. Size of conductors shall be not less than indicated. Branch circuit conductors shall be not smaller than No. 12 AWG. Conductors for branch circuits of 120 volts more than 75 feet long, from panel to utilization point shall be No. 10 AWG. The selection of wire sizes for both feeder and branch circuits are used so that voltage drop conforms to the following: Voltage drop in the case of 120/208 volt branch circuits shall not exceed 3.0% at maximum load and 70.0% power factor. Service and feeders shall not exceed 2.0% voltage drop at maximum load and 85% power factor, iron conduit only considered.
- H. Remote control wires other than class 2 remote control and signal circuits, shall be no smaller than #14 conductors. Control wires shall be run in separate conduits.
- I. Lighting fixtures shall not be used for raceways for circuits other than parallel wiring of fixtures. Install 90 degree C. minimum insulation wire within fixture wire ways of fluorescent lighting fixtures.
- J. When leaving a metal raceway or conduit in a cabinet, box, switch enclosure, control enclosure or any other like member, conductors shall be protected by means of insulated bushings or end fittings.
- K. Conductors may be run in multiple sizes 1/0 to 500 MCM inclusive provided all multiple conductors are the same size, length and type of insulation. When run in multiple they shall be so arranged and terminated as to insure equal division of the total current between all conductors involved.

2.3 CONNECTORS FOR CONDUCTORS

- A. Provide UL-listed factory fabricated, solderless metal connectors of sizes, ampacity ratings, materials, types and classes for applications and for services indicated. Use connectors with temperature ratings equal to or greater than those of the wires upon which used.
- B. No splices or taps shall be made to any conductors except in outlet boxes, pullboxes, junction boxes, panelboard boxes, manholes, splice boxes or other accessible locations. All taps and splices shall be made with solderless connections and insulated in a manner providing an

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effective insulation equal to that of the adjoining wire insulation. Any splice or tap shall be made only on such conductors as are a component part of a single circuit.

### PART 3 - EXECUTION

#### 3.1 WIRING METHOD

- A. Use the following wiring methods:
  - 1. Wire: install insulated conductors in raceways.
- B. General: Install electrical cables, wires and connectors in compliance with NEC.
- C. Coordinate cable and wire installation work with electrical raceway and equipment installation work, as necessary for proper interface. Prior to pulling cables or conductors into raceways, inspect interiors of raceways; remove burrs, dirt and construction debris.
- D. Pull conductors simultaneously together where more than one is being installed in same raceway. Use UL listed pulling compound or lubricant, when necessary. Care shall be exercised while installing wire in conduits so as not to injure conductor insulation. Bending radius of insulated wire or cable shall not exceed manufacturer's recommended values.
- E. Use pulling means including, fish tape, cable, rope and basket weave wire/cable grips, which will not damage cables or raceways. Maximum pulling tension on any wire or cable shall not exceed manufacturer's recommended values.
- F. For wired systems not requiring wire in conduit, conceal all cable in finished spaces.
- G. Conductors shall not be pulled into conduits until after all plastering or concrete work is completed and all conduits in which moisture has collected have been swabbed out.
- H. Keep conductor splices to a minimum. Splices shall not be permitted except in junction boxes, outlet boxes or as previously listed in this section. Splices must be accessible.
- I. Install splices and taps connectors, which possess equivalent or better mechanical strength and insulation rating conductors being spliced.
- J. Use splice and tap conductors which are compatible with the conductor material.
- K. Provide adequate length of conductors within electrical enclosures and train the conductors to terminal points with no excess. Make terminations so there is no bare conductor at the terminal.
- L. Tighten electrical connectors and terminals, including screws and bolts, in accordance with manufacturer's published torque tightening values. Where manufacturer's torquing requirements are not indicated, tighten connectors and terminals to comply with tightening torques specified in UL 486A and UL 486B.

#### 3.2 FIELD QUALITY CONTROL

- A. Contractor shall perform meggar tests on all service entrance conductors, all feeders and

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any other conductors 250 kcmil and larger. The contractor shall submit the test results to the Architect within 48 hours of test, and at least 72 hours prior to permanent connection or energization. All test failures shall result in cable replacement.

- B. Prior to energization, test wires for electrical continuity and for short circuits.
- C. Prior to Contractor connecting of utility permanent power to the permanent electrical distribution system, all panels and wiring circuits shall be fully terminated and all panel covers completely installed. If the above cannot be complied with, and the Contractor deviates from this, then he bears all the responsibility to provide lock-out/tag-outs and security of electrical rooms or rooms containing panels.
- D. Subsequent to wire and cable hook-ups, energize circuits and demonstrate proper functioning. Correct malfunctioning units, and retest to demonstrate compliance.

**END OF SECTION**

SECTION 260526 - GROUNDING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including the General Conditions, Supplementary Conditions, and Division 1 Specification sections, apply to work of this section.
- B. Division 26 Basic Materials and Methods sections apply to work of this section.

1.2 DESCRIPTION OF WORK

- A. Extent of grounding is indicated by drawings.
- B. Types of grounding in this section include the following:
  - 1. Enclosures
  - 2. Systems
  - 3. Equipment

1.3 QUALITY ASSURANCE

- A. NEC Compliance: Comply with NEC as applicable to electrical grounding.
- B. ANSI/UL Compliance: Comply with requirements of ANSI/UL and UL standards pertaining to grounding. Provide products which have been UL listed and labeled.

1.4 SUBMITTALS

- A. Product Data: Submit manufacturer's data on grounding devices and accessories.

PART 2 - PRODUCTS

2.1 GROUNDING

- A. Materials and Components:
  - 1. General: Except as otherwise indicated, provide for each electrical grounding indicated, with assembly of materials including, but not necessarily limited to, cables/wires, connectors, terminals (solderless lugs), grounding rods/electrodes and plate electrodes, bonding jumper braid, and other items and accessories needed for complete installation. Where more than one type meets indicated requirements, selection is installer's option. Where materials or components are not otherwise indicated, comply with NEC, NEMA and established industry standards for applications indicated.



- B. Electrical Bonding Jumpers:
  - 1. Bonding Jumper Braid: Copper braided tape, constructed of 30 gauge bare copper wires and properly sized for indicated applications.
  - 2. Flexible Jumper Strap: Flexible flat conductor, 480 strands of 30 gauge bare copper wire; 3/4" wide, 9-1/2" long; 48.250 CM. Protect braid with copper bolt hole ends with holes sized for 3/8 dia. bolts.
  - 3. Electrical Grounding Conductors: Unless otherwise indicated, provide electrical grounding conductors for grounding connections matching power supply wiring materials and sized according to NEC. All conduits and ducts shall have grounding conductors as noted on the drawings or required by NEC.
  - 4. Bonding Plates, Connectors, Terminals and Clamps: Provide electrical bonding plates, connectors, terminals and clamps as recommended by bonding plate, connector, terminal and clamp manufacturer for indicated applications.

### PART 3 - EXECUTION

#### 3.1 INSTALLATION OF ELECTRICAL GROUNDING

- A. General: Install electrical grounding systems as indicated on the drawings, in accordance with recognized industry practices to ensure grounding protection complies with requirements. Comply with requirements of NEC, and NEMA standards for installation of grounding systems and devices. All non-metallic conduits and ducts shall have grounding conductors as noted on the drawings or required by NEC.
- B. Coordinate with other electrical work as necessary to interface installation of electrical grounding system and ground-fault protection devices with other work.
- C. Install clamp-on connectors only on thoroughly cleaned metal contact surfaces, to ensure electrical conductivity and circuit integrity.

#### 3.2 EQUIPMENT GROUNDING SYSTEM

- A. General: Provide a complete equipment grounding system in accordance with the minimum code requirements and as further indicated on the drawings or specified. The equipment ground (green conductor) consists of metallic connections to ground non-current carrying metal parts of the wiring system or apparatus connected to the system.
- B. Conduits: Where metallic conduits terminate without mechanical connection, provide ground bushing connected with a bare copper conductor to the ground bar in the electrical equipment. Install grounding conductor in each conduit or duct and in all conduit that does not have a built-in ground conductor. Those raceways used for telephone, sound, or low voltage signals do not require a grounding conductor. All conduits terminating at communication backboards shall be provided with grounding bushings.
- C. Feeders and Branch Circuits: Provide a separate green insulated equipment grounding conductor for each single or three-phase feeder and each branch circuit with a three-phase protective device. Provide a separate green insulated equipment ground conductor for single phase branch circuits where indicated on the drawings. Where there are parallel

feeders installed in more than one raceway each raceway shall have a green insulated equipment ground conductor.

- D. Devices: Where a branch circuit ground conductor is not available, install a minimum No. 12 green insulated equipment bonding conductor. Bond conductor from a grounding terminal in the respective outlet or junction box to the green ground terminal of all receptacles. This will be required regardless of receptacle being approved for application without separate bond conductor.
- E. Motors: Install a separate green insulated equipment grounding conductor from each separate starter through the conduit and flexible conduit to the ground terminal in the connection box mounted on the motor.

### 3.3 GROUNDING CONDUCTORS

- A. The grounding conductors shall be insulated copper, sized in accordance with NEC 250.122. The conductors shall be continuous without joint or splice and shall be installed in conduit with the conduit bonded to the conductor at each end. Equipment grounding conductors shall be green insulated conductors with insulation equivalent to the insulation on the associated phase conductor, but not less than Type THW. The equipment grounding conductor or straps shall be sized in accordance with NEC. Where one feeder serves a series of panelboards or transformers, the equipment grounding conductor shall be continuous without splices. All connections shall be available for inspection and maintenance.
  - 1. Connections: Clean surfaces thoroughly to bare metal before applying ground lugs or clamps. Where galvanizing is removed from metal it shall be painted or touched up with "Galvanox", or equal. All grounding system connections which are made in inaccessible locations, i.e. underground, within concrete slabs, shall be made with Cadweld connections or approved equal.

**END OF SECTION**

SECTION 260529 – SUPPORTING DEVICES

PART 1 - GENERAL

1.1 SECTION INCLUDES

- A. Conduit and equipment supports.
- B. Anchors and fasteners.

1.2 REFERENCES

- A. Quality Control: Requirements for references and standards.
- B. NECA - National Electrical Contractors Association.
- C. ANSI/NFPA 70 - National Electrical Code.

1.3 SUBMITTALS – None Required.

1.4 REGULATORY REQUIREMENTS

- A. Conform to requirements of ANSI/NFPA 70.
- B. Furnish products listed and classified by Underwriters Laboratories, Inc., as suitable for purpose specified and shown.

PART 2 - PRODUCTS

2.1 PRODUCT REQUIREMENTS

- A. Materials and Finishes: Provide adequate corrosion resistance.
- B. Provide materials, sizes, and types of anchors, fasteners and supports to carry the loads of equipment and conduit. Consider weight of wire in conduit when selecting products.
- C. Anchors and Fasteners:
  - a. Concrete Structural Elements: Use expansion anchors.
  - b. Steel Structural Elements: Use beam clamps, spring steel clips.
  - c. Concrete Surfaces: Use self-drilling anchors and expansion anchors.
  - d. Hollow Masonry, Plaster, and Gypsum Board Partitions: Use toggle bolts.
  - e. Solid Masonry Walls: Use expansion anchors and preset inserts.
  - f. Sheet Metal: Use sheet metal screws.
  - g. Wood Elements: Use wood screws.

2.2 STEEL CHANNEL

- A. Manufacturer:

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- a. Unistrut.
- b. B-Line.
- c. Substitutions: Permitted.

B. Description: Painted steel.

### 2.3 SPRING STEEL CLIPS

A. Manufacturer:

- a. B-Line.
- b. Caddy.
- c. Substitutions: Permitted.

## PART 3 -EXECUTION

### 3.1 INSTALLATION

- A. Install products in accordance with manufacturer's instructions.
- B. Provide anchors, fasteners, and supports in accordance with NECA "Standard of Installation".
- C. Do not fasten supports to pipes, ducts, mechanical equipment, and conduit.
- D. Do not use powder-actuated anchors.
- E. Obtain permission from Architect/Engineer before drilling or cutting structural members.
- F. Fabricate supports from structural steel or steel channel. Rigidly weld members or use hexagon head bolts to present neat appearance with adequate strength and rigidity. Use spring lock washers under all nuts.
- G. Install surface-mounted cabinets and panelboards with minimum of four anchors.
- H. In wet and damp locations use steel channel supports to stand cabinets and panelboards one inch (25 mm) off wall.
- I. Use sheet metal channel to bridge studs above and below cabinets and panelboards recessed in hollow partitions.

**END OF SECTION**

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SECTION 260533 – ELECTRICAL BOXES AND FITTINGS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, the General Conditions, Supplementary Conditions, and Division 1 Specification sections, apply to work of this section.

1.2 DESCRIPTION OF WORK

- A. Extent of electrical box and associated fitting work is indicated by drawings.
- B. Types of electrical boxes and fittings specified in this section include the following:
  - 1. Outlet boxes
  - 2. Junction boxes
  - 3. Pull boxes
  - 4. Bushings
  - 5. Locknuts
  - 6. Knockout closures

1.3 QUALITY ASSURANCE

- A. NFPA Compliance: Comply with NEC as applicable to construction and installation of electrical boxes and fittings.
- B. UL Compliance: Comply with applicable requirements of UL 50, UL 514-Series, and UL 886 pertaining to electrical boxes and fittings. Provide electrical boxes and fittings which are UL-listed and labeled.
- C. NEMA Compliance: Comply with applicable requirements of NEMA Stds/ Pub No.'s OS1, OS2 and Pub 250 pertaining to outlet and device boxes, covers and box supports.
- D. Federal Specification Compliance: Comply with applicable requirements of FS W-C-586, "Electrical Cast Metal Conduit Outlet Boxes, Bodies and Entrance Caps".

1.4 SUBMITTALS

- A. Product Data: Submit manufacturer's data on electrical boxes and fittings.

PART 2 - PRODUCTS

2.1 FABRICATED MATERIALS - STEEL

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- A. Outlet Boxes: Provide galvanized coated flat rolled sheet-steel outlet wiring boxes, of shapes, cubic inch capacities, and sizes, including box depths as indicated, suitable for installation at respective locations. Construct outlet boxes with mounting holes, and with cable and conduit-size knockout openings in bottom and sides. Provide boxes with thread screw holes, with corrosion-resistant cover and grounding screws for fastening surface and device type box covers, and for equipment type grounding.
- B. Outlet Box Accessories: Provide outlet box accessories as required for each installation, including box support mounting ears and brackets, wallboard hangers, box extension rings, fixture studs, cable clamps and metal straps for supporting outlet boxes, which are compatible with outlet boxes being used to fulfill installation requirements of individual wiring situations.
- C. Device Boxes: Provide galvanized coated flat rolled sheet-steel non-gangable device boxes, of shapes, cubic inch capacities, and sizes, including box depths as indicated, suitable for installation at respective locations. Construct device boxes for flush mounting with mounting holes, and with cable-size knockout openings in bottom and ends, and with threaded screw holes in end plates for fastening devices. Provide cable clamps and corrosion-resistant screws for fastening cable clamps, and for equipment type grounding.
- D. Device Box Accessories: Provide device box accessories as required for each installation, including mounting brackets, device box extensions, switch box supports, plaster ears, and plaster board expandable grip fasteners, which are compatible with device boxes being utilized to fulfill installation requirements for individual wiring situations.
- E. Boxes for use with raceway systems shall not be less than 2-1/8 inches deep except where shallower boxes required by structural conditions are approved. Boxes for other than lighting fixture and power shall be not less than 4 inches square.
- F. Outlet boxes for various uses shall be Appleton boxes, or equal in quality and function of the following order; Appleton nos. listed first, universal numbers listed in parenthesis:
  - 1. In standard partitions and suspended ceilings for lighting fixture installations where 3/4" conduits are employed, #40D3/4 (#54171 3/4) boxes shall be used; for 1/2" conduits #40D1/2 (#54171 1/2) shall be used.
  - 2. In standard partitions and suspended ceiling areas where conduits of 1" size or greater are employed, #4SD1 (#52171-1) boxes having a depth of 2-1/8" shall be used.
  - 3. Wall switch and convenience outlets in standard partitions and where 3/4" conduits are employed, #4SD 3/4 (#52171-3/4) boxes shall be used; for 1/2" conduits #4SD 1/2 (#52171-1/2) boxes shall be used.
  - 4. In thin partitions measuring 3-1/2" or less and where 3/4" conduits are employed, #4S 3/4 (#52151 3/4) boxes shall be used; for 1/2" conduits #4S 1/2 (52151 1/2) boxes shall be used.
  - 5. Voices, Data, Video outlets shall be as detailed on the plans and described in Division26 specifications.

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- G. The following requirements shall apply to exposed as well as concealed conduit systems. When "gang" arrangements of outlets are employed, 2-3/4" deep "gang" boxes shall be used. These "gang" boxes shall have dimensions which are not smaller than those shown in the following table.

Number in Gang	Size
3	4 - 1/2" X 8- 5/8"
4	4 - 1/2" X 10- 1/2"
5	4 - 1/2" X 12- 1/4"
6	4 - 1/2" X 14"
7	4 - 1/2" X 16"
8	4 - 1/2" X 17- 3/4"

Where "gang" boxes are located in woodwork or in wooden partitions, the depth of the boxes (shall) may be reduced to 1 - 3/4"

- H. Rain tight Outlet Boxes: Provide corrosion-resistant cast metal rain tight outlet wiring boxes, of types, shapes and sizes, including depth of boxes, with threaded conduit holes for fastening electrical conduit,
- I. Junction and Pull Boxes: Provide galvanized code gauge sheet steel junction and pull boxes with screw on covers; of types, shapes and sizes to suit each respective location and installation; with welded seams and equipped with stainless steel nuts, bolts, screws and washers.
- J. Terminal Cabinets: Junction boxes called for to be used as terminal cabinets for special systems (Fire Alarm) shall be of NEMA Type I, surface mounting minimum 16 gauge steel thickness as manufactured by Circle A-W Products or approved equal. Boxes shall be provided with a 3/4" plywood thick backboard sized for full area of box wall mounting surface. Furnish with hinged cover. Furnish terminal blocks where required or noted on the drawings for all wire splicing or terminations, Kulka 672 or equal in quality and construction. Number of terminal blocks shall be as required for all wires in terminal cabinets plus 50% spare.
- K. Conduit Bodies: Provide galvanized cast-metal conduit bodies, of types, shapes and sizes, to suit respective locations and installation, constructed with threaded-conduit-entrance ends, removable covers, and corrosion-resistant screws.
- L. Bushings, Knockout Closures and Locknuts: Provide corrosion resistant punched steel box knockout closures, conduit locknuts and malleable iron conduit bushings, offset connectors, of types and sizes to suit respective installation requirements and applications.

PART 3 - EXECUTION

3.1 PERMITTED USES

- A. Steel boxes shall be used in all areas.

3.2 INSTALLATION OF BOXES AND FITTINGS

- A. General: Install electrical boxes and fittings as indicated, in accordance with manufacturer's

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written instructions, applicable requirements of NEC and NECA's "Standard of Installation", and in accordance with recognized industry practices to fulfill project requirements.

- B. Coordinate installation of electrical boxes and fittings with wire/cable and raceway work.
- C. Provide weatherproof outlets for interior and exterior locations exposed to weather or moisture.
- D. Provide knockout closures to cap all unused knockout holes where blanks have been removed.
- E. Install electrical boxes and conduit bodies in those locations, which ensure ready accessibility to enclosed electrical wiring.
- F. Avoid installing boxes back-to-back in walls. Provide not less than 6" (150 mm) horizontal separation. If boxes are installed with less than 6" separation in fire rated walls then the contractor shall provide fire stop material around the boxes.
- G. Avoid installing aluminum products in concrete.
- H. Position recessed outlet boxes accurately to allow for surface finish thickness.
- I. Boxes shall be square and flush with finished surfaces and suitably anchored in place. The front edges of the boxes or plaster rings shall be flush with the finished wall or ceiling line or if installed in walls and ceilings of combustible construction, not more than 1/4 inch back of same. Mount boxes with the long axis of devices vertical, unless specifically noted otherwise.
- J. Boxes in plastered walls and ceilings shall be provided with plaster rings. A multiple of box extensions and/or covers will not be permitted. Rough-in installations which require box extensions shall be abandoned and the rough in work redone. Install in a rigid and satisfactory manner with suitable metal bar hangers, box cleats, adjustable box hangers, etc. Use wood screws on wood, expansion shields on masonry and machine screws on steel work.
- K. Avoid using round boxes where conduit must enter box through side of box, which would result in difficult and insecure connections when fastened with locknut or bushing on rounded surface.
- L. Fasten boxes firmly and rigidly to substrates, or structural surfaces to which attached, or solidly embed electrical boxes in concrete or masonry. Wire shall not be used to anchor boxes to structure.
- M. Provide electrical connections for installed boxes. Where several feeders pass through a common pullbox, the feeders shall be tagged to indicate clearly the electrical characteristics, circuit number, and panel designation.
- N. Splices in switch boxes shall be kept to a minimum.
- O. On all ceiling outlets involving fixture hanging from boxes, 3/8" no-bolt fixture studs shall be used for light load and 1/2" no-bolt fixture studs shall be used for heavy loads.



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- P. Where an atmosphere laden with moisture exists, Type FD Series Unilet Boxes shall be used with standard devices. The covers employed shall be adapted for the particular application involved. In such cases, brass screws shall be used and due provision shall be made in all cases, for the escape of any condensate which might accumulate.
- Q. Mounting Heights: The mounting height of a wall mounted outlet box shall mean the height from the finished floor to the horizontal center line of the cover plate. On exposed tile, block or brick construction, mount outlet boxes at the nearest bed joint to the mounting height indicated. Any change in height made by the Contractor shall not place the box out of the range of acceptable height to comply with ADA. Verify with the Architect. Once mounting height is adjusted because of mortar bed joint, all similar wiring devices within the room or within view shall be adjusted accordingly.
- R. Wall Mounted Switch, Receptacle and Signal Outlets: On columns, pilasters, etc., mount so the centers of the columns are clear for future installation of partitions. Install outlet boxes near the doors on the lock sides as shown on Architectural drawings, unless locations are shown otherwise because of sidelites, and approved by the Architect.
- S. Pull Boxes: Provide additional pull boxes wherever necessary to meet requirements for maximum length of conduit runs and maximum number of bends. Conduit runs with not more than two ninety degree bends shall not exceed 200 feet.
- T. Grounding: Upon completion of installation, properly ground electrical boxes and demonstrate compliance with requirements.
- U. Identification: All junction and pull boxes above the ceiling shall be labeled as to the circuits contained. Blank steel covers on 4 square boxes may be labeled with permanent black marker, hand written with panel name and circuit numbers unless noted otherwise on the plans. Larger boxes may have handwritten labeling if neatly performed.
- V. Grounding: Upon completion of installation work, properly ground electrical boxes and demonstrate compliance with requirements.
- W. Identification: Identify junction and pull boxes installed for fire alarm wiring by painting red. Paint box and cover.

**END OF SECTION**

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## SECTION 260535 - RACEWAYS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including the General Conditions, Supplementary Conditions, and Division 1 Specification Sections, apply to work of this section.
- B. This section is a Division 26 Basic Materials and Methods section, and is part of each Division 16 section making reference to electrical raceways specified herein.

#### 1.2 SUMMARY

- A. This Section includes raceways for electrical wiring 600v and below, control wiring, and Fire Alarm System Wiring. Types of raceways in this section include the following:
  - 1. Type FMC conduit NEC Article 348.
  - 2. Type EMT conduit NEC Article 358.
  - 3. Liquidtight flexible conduit NEC Article 350.
  - 4. Rigid metal conduit NEC Article 344.
  - 5. Rigid nonmetallic conduit NEC Article 352.
  - 6. Intermediate Metal Conduit NEC Article 342.
- B. Wiring methods shall be as described by the Division 16 specifications and permitted by the State of New Mexico Electrical Code. Selection of wiring method is at the contractor's option. Use of Type "NM" cable, NEC Article 334 is prohibited for this project.

#### 1.3 SUBMITTALS

- A. General: Submit the following in accordance with the General Conditions, Supplementary Conditions and Division 1 Specifications Sections.
- B. Product Data for the following products:
  - 1. Metal conduits and fittings.
  - 2. Flexible conduits and fittings.
  - 3. PVC conduits and fittings.

#### 1.4 QUALITY ASSURANCE

- A. Electrical Component Standard: Components and installation shall comply with NFPA 70

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"National Electrical Code."

- B. NEMA Compliance: Comply with applicable portions of NEMA standards pertaining to raceways.
- C. UL Compliance and Labeling: Comply with applicable requirements of UL standards pertaining to electrical raceway systems. Provide raceway products and components listed and labeled by UL, ETL, or CSA.

### 1.5 SEQUENCING AND SCHEDULING

- A. Coordinate with other Work, including metal framing, wood framing and concrete deck installation, as necessary to interface installation of electrical raceways and components with other Work.

## PART 2 - PRODUCTS

### 2.1 MATERIALS AND COMPONENTS

- A. General: For each electrical raceway system indicated, provide assembly of conduit, tubing or duct, and fittings including, but not necessarily limited to, connectors, couplings, offsets, elbows, straps, bushings, expansion joints, hangers and other components and accessories as needed for a complete system. Minimum size conduit shall be 1/2".
- B. Each length of rigid/IMC conduit shall have both ends threaded. The extremities shall, moreover, be reamed to remove all burrs and sharp edges. Each length of conduit shall be marked with the name and trademark of the manufacturer and the stamp of approval of the Underwriters Laboratories, Inc.
- C. Where shown on the plans or specifically called for in the specifications, electrical conductors shall be installed in hot-dipped galvanized rigid steel conduit or IMC. Exposed conduit in damp OUTDOOR locations shall be rigid steel conduit or IMC. If EMT conduit is used outdoors as part of the new construction, it shall be REMOVED wherever found and replaced with rigid steel conduit. Each length of conduit shall be provided with one coupling attached and the threads of the end of the conduits having no coupling shall be protected by use of suitable thread protectors. All couplings and other fittings such as bends or elbows shall be protected against corrosion in the same manner in which the conduit itself is protected. All bends for conduit of 1-1/4" or larger shall either be factory manufactured elbows or be made by the use of a bending machine meeting the approval of Architect. Under no circumstances shall any bend be installed if the conduit from which it is fabricated is injured in any manner in the course of, or by, the bending process. The radius of the curve of the inner edge of any field bend shall not be less than the recommendation of the National Electrical Code. Under no circumstances shall the internal cross sectional area of any conduit be appreciably reduced by any bending process.
- D. Rigid steel conduit, IMC and EMT fittings shall be either steel or malleable iron only.
- E. EMT connectors and couplings shall be of the steel set screw or threaded compression type, having steel gland nuts. Connectors shall have insulated throats.
- F. 1/2" and 3/4" trade size conduits may be installed in concrete slabs, as near the center of the slab as possible. Material shall be IMC, rigid, or PVC.

- G. Conduits installed in direct contact with the earth, except where PVC is used, shall be rigid galvanized steel, field spirally wrapped (half-lapped) with one layer of 1" wide 3M Scotchrap #50 plastic tape with a 50 percent overlap, including all joints or couplings, or shall be coated with a bonded 20 mil minimum thickness PVC, permanently fused at the factory, Pittsburgh Standard Co., "Plasti-Bond", or equal. Contractor shall patch with Scotchrap tape all holes or abrasions to conduit tape wrapping which expose the metal conduit surface. All buried wrapped or coated conduit shall be checked by Owner's duly authorized representative prior to covering up with fill. Branch circuit and feeder conduit runs when direct buried may be PVC schedule 40. The Contractor has the option of PVC conduit or rigid metal tape wrapped conduit. EMT conduit is not acceptable for burial applications. If PVC conduit is used, transition to rigid metal tape wrapped conduit shall be made before beginning sweep for conduit stub-up. Metal conduit must be wrapped throughout buried portion, including risers.

## 2.2 METAL CONDUIT AND TUBING

- A. General: Provide metal conduit, tubing and fittings of types, grades, sizes and weights (wall thicknesses) for each service indicated. Where types and grades are not indicated, provide proper selection determined by Contractor to fulfill wiring requirements and comply with applicable portions of NEC for raceways.
- B. Sealing Fittings: Threaded, zinc or cadmium plated, cast or malleable iron type for steel conduits.
- C. Rigid Aluminum Conduit: Not acceptable on this project.
- D. Rigid Steel Conduit: ANSI C80.1
- E. Intermediate Steel Conduit: UL 1242. Intermediate metal conduit (IMC) may be used in lieu of rigid conduit, but only where permitted by 2005 NEC, and with manufacturer's recommended fittings. Threading and bending of IMC shall be with approved equipment for the purpose and as recommended by the manufacturer of the raceway. Threadless fittings shall not be permitted for rigid or IMC.
- F. Electrical Metallic Tubing and Fittings: ANSI C80.3. Steel tubing, in lieu of rigid or IMC conduit, may be used in sizes up to and including 4 inches in all interior work, except that it shall not be used in concrete, underground, in any damp or outdoor locations, or in any locations where there is a likelihood of mechanical injury.
- G. Flexible Metal Conduit: UL 1, aluminum, not acceptable.
- H. Flexible Metal Conduit: UL 1, with a separate grounding bond wire installed in the flex in addition to other wires.
- I. Flexible Metal Conduit Fittings: Either steel or malleable iron only, with insulated throats.
- J. Liquid-Tight Flexible Metal Conduit and Fittings: UL 360. Provide liquid-tight flexible metal conduit; constructed of single strip, flexible, continuous, interlocked, and double-wrapped steel, galvanized inside and outside; coated with liquid-tight jacket of flexible polyvinyl chloride (PVC) and a continuous copper bonding conductor wound spirally between the convolutions. To be UL labeled Sealite type UA or

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Liquidtight type LA.

- K. Liquid tight flexible conduit fittings shall be provided with threaded grounding cone, a steel, nylon or equal plastic compression ring and a gland for tightening. Either steel or malleable iron only with insulated throats and male thread and locknut or male bushing with or without "O" ring seat.

### 2.3 NONMETALLIC CONDUIT AND DUCTS

- A. General: Provide nonmetallic conduit, ducts and fittings of types, sizes and weights (wall thicknesses) for each service indicated. Where types and grades are not indicated, provide proper section determined by Contractor to fulfill wiring requirements, and comply with applicable portions of NEC for raceways.
- B. Rigid Nonmetallic Conduit (PVC): NEMA TC 2 and UL 651, Schedule 40 or 80 PVC.
- C. PVC Conduit and Tubing Fittings: NEMA TC 3; match to conduit or conduit/tubing type and material.
- D. Conduit, Tubing and Duct Accessories: Types, sizes, and materials complying with manufacturer's published product information. Mate and match accessories with raceway.

### 2.4 CONDUIT BODIES

- A. General: Types, shapes, and sizes as required to suit individual applications and NEC requirements. Provide matching gasketed covers secured with corrosion-resistant screws.
- B. Metallic Conduit and Tubing: Use metallic conduit bodies. Use bodies with threaded hubs for threaded raceways.
- C. Conduit Bodies 1 Inch and Smaller: Use bodies with compression-type EMT connectors.

## PART 3 - EXECUTION

### 3.1 WIRING METHOD

- A. Outdoors: Use the following wiring methods:
  - 1. Exposed: IMC or rigid metal conduit.
  - 2. Underground: IMC, rigid metal conduit, or PVC.
  - 3. Connection to Vibrating Equipment: Including transformers and hydraulic, pneumatic, or electric solenoid or motor-driven equipment: liquidtight flexible metal conduit.
  - 4. Indoors or Outdoors: Connection to vibrating equipment and hydraulic, pneumatic, or electric solenoid or motor-driven equipment in moist or humid location or corrosive atmosphere, or where subject to water spray or dripping oil, grease, or water: liquidtight flexible metal conduit.
- B. Indoors: Use the following wiring methods:

1. Connection to Vibrating Equipment: Including transformers and hydraulic, pneumatic or electric solenoid or motor-operated equipment: flexible metal conduit.
2. Exposed: EMT, IMC, or rigid metallic conduit.
3. Concealed: EMT, IMC, or rigid metallic conduit.
4. Slab on grade concrete: IMC, rigid, or PVC.

### 3.2 INSTALLATION

- A. General: Install electrical raceways for all wiring circuits in accordance with manufacturer's written instructions, applicable requirements of NEC, and as follows:
- B. Conceal raceways, unless indicated otherwise, within finished walls, ceilings, and floors. Keep raceways at least 6 inches away from parallel runs of flues and steam or hot water pipes. Install raceways level and square and at proper elevations. Run all conduits in a manner satisfactory to the Architect. On exposed systems, support shall be provided at intervals of 6 feet or closer depending on wiring method. On concealed conduits, support shall be provided at intervals of no more than 8 feet or closer depending on wiring method. No feeder conduit run shall be longer than 80 feet between junction boxes, cabinets or circuit interrupting devices unless there are no direction changes, and only a straight-in-line pull of wire is involved. In such straight-in-line runs between junction boxes, cabinets or circuit interrupting devices, a run not to exceed 120 feet in length may be made.
- C. Elevation of Raceway: Install horizontal raceway runs above water and steam piping to the fullest extent possible.
- D. Complete installation of electrical raceways before starting installation of conductors within raceways. All ends of the conduit shall be properly reamed to remove rough edges and whenever a conduit enters a box or other fitting, it shall be securely fastened by the use of a locknut inside and outside of the box or fitting. An approved bushing shall be installed on the ends of all conduit in such a manner as to protect the wire from abrasion. Completed raceways shall be inspected; inspect interiors of raceways, remove burrs, moisture, and dirt and construction debris.
- E. Support raceways rigidly by means of straps or hangers best suited for the work. Conduit shall not be supported from ceiling support system. Multiple runs of conduits shall be racked on trapeze hangers. All support materials shall be rustproof. Perforated tape or wire shall not be used.

#### SUPPORTS SHALL COMPLY WITH NEW MEXICO ELECTRICAL CODE.

- A. Prevent foreign matter from entering raceways by using temporary closure protection. Seal raceways after installation to prevent accumulation of water, dirt and other foreign materials. Conduit in which such accumulation occurs shall be cleaned to the satisfaction of the Architect or replaced.
- B. Conduit crossing expansion joints shall be provided with suitable expansion fitting.
- C. Protect stub-ups from damage where conduits rise from floor slabs. Arrange so curved

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portion of bends is not visible above the finished slab. Conduit crushed or otherwise deformed shall not be installed and shall be removed from the job site without delay.

- D. Make bends and offsets so the inside diameter is not effectively reduced. Unless otherwise indicated, keep the legs of a bend in the same plane and the straight legs of offsets parallel.
- E. Use raceway fittings that are of types compatible with the associated raceway and suitable for the use and location. For intermediate steel conduit, use threaded rigid steel conduit fittings except as otherwise indicated.
- F. Run concealed raceways with a minimum of bends in the shortest practical distance considering the type of building construction and obstructions, except as otherwise indicated.
- G. All non-metallic conduit or duct runs shall have a ground bonding conductor, size as noted or required by NEC. The bond or equipment served shall be bonded to grounding conductor to provide a good ground return path to service panel.
- H. Install exposed raceways parallel and perpendicular to nearby surfaces or structural members and follow the surface contours as much as practical. Paint conduit that will be exposed to the public. Paint shall match surface color.
- I. Run exposed, parallel, or banked raceways together. Make bends in parallel or banked runs from the same center line so that the bends are parallel. Factory elbows may be used in banked runs only where they can be installed parallel. This requires that there be a change in the plane of the run such as from wall to ceiling and that the raceways be of the same size. In other cases provided field bends for parallel raceways.
- J. Join raceways with fittings designed and approved for the purpose and make joints tight. Where joints cannot be made tight, use bonding jumpers to provide electrical continuity of the raceway system. Make raceway terminations tight. Where terminations are subject to vibration, use bonding busings or wedges to assure electrical continuity. Where subject to vibration or dampness, use insulating bushings to protect conductors.
- K. Tighten set screws of threadless fittings with suitable tool.
- L. Terminations: Where raceways are terminated with locknuts and bushings, align the raceway to enter squarely and install the locknuts with dished part against the box. Where terminations cannot be made secure with one locknut, use two locknuts, one inside and one outside the box.
- M. Where terminating in threaded hubs, screw the raceway or fitting tight into the hub so the end bears against the wire protection shoulder. Where chase nipples are used, align the raceway so the coupling is square to the box, and tighten the chase nipple so no threads are exposed.
- N. Install pull wires in empty raceways over 4 feet long. Use no. 14 AWG zinc-coated steel or monofilament plastic line having not less than 200-lb tensile strength. Leave not less than 12 inches of slack at each end of the pull wire. Identify each terminus of pull wire with linen tags marked with complete information as to service and location of the terminus of the line/wire.

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- O. Install raceway sealing fittings in accordance with the manufacturer's written instructions. Locate fittings at suitable, approved, accessible locations and fill them with UL-listed sealing compound. For concealed raceways, install each fitting in a flush steel box with a blank cover plate having a finish similar to that of adjacent plates or surfaces. Install raceway sealing fittings at the following points and elsewhere as indicated:
  - 1. Where conduits pass from warm locations to cold locations, such as the boundaries of refrigerated spaces and air-conditioned spaces.
  - 2. Where required by the NEC.
- P. Conduit Stub-up Through Roof: All conduits up through roof shall be properly sealed. Where applicable Contractor shall provide special adapters designed for the specific type of roofing system. See the drawings for special details and instructions for this specific purpose.
- Q. Flexible Connections: Use short length (maximum of 6 ft.) of flexible conduit for recessed and semirecessed lighting fixtures, where EMT and FMC is used, for equipment subject to vibration, noise transmission, or movement; and for all motors. Use liquidtight flexible metal conduit in wet locations. Install separate ground conductor across flexible connections.
- R. Conduits above acoustical "lay-in" ceilings shall be anchored to the building structure and not on the ceiling or ceiling support wires. Wire shall not be used to anchor boxes to structure. Junction boxes shall be installed on the structural members and flexible conduit, extended down to light fixtures, length not to exceed 6 ft.
- S. Do not install aluminum conduit.
- T. PVC externally coated rigid steel conduit: Use only fittings approved for use with that material. Patch all nicks and scrapes in PVC coating after installing conduit.
- U. Lighting fixtures shall not be used for raceways for circuits other than parallel wiring of fixtures.
- V. Fire Barriers: Contractor shall be responsible for sealing all conduit penetrations through fire rated walls and ceilings. The seal shall be acceptable to Architect and maintain the integrity of the wall or ceiling fire rating. 3M brand fire barrier caulk #CP 25 and putty #303 are considered acceptable for this purpose. Refer to Architectural drawings for these locations.

### 3.3 ADJUSTING AND CLEANING

- A. Upon completion of installation of raceways, inspect interiors of raceways; clear all blockages and remove burrs, dirt, and construction debris.

**END OF SECTION**



SECTION 260553 – ELECTRICAL IDENTIFICATION

PART 1 -GENERAL

1.1 SECTION INCLUDES

- A. Nameplates and labels.
- B. Wire and cable markers.
- C. Conduit markers.

1.2 RELATED SECTIONS

- A. Painting.

1.3 REFERENCES

- A. Quality Control: Requirements for references and standards.
- B. ANSI/NFPA 70 - National Electrical Code.

1.4 SUBMITTALS – None Required.

1.5 REGULATORY REQUIREMENTS

- A. Conform to requirements of ANSI/NFPA 70.
- B. Furnish products listed and classified by Underwriters Laboratories, Inc., as suitable for purpose specified and shown.

PART 2 - PRODUCTS

2.1 NAMEPLATES AND LABELS

- A. Nameplates: Engraved three-layer laminated plastic, white letters on black background.
- B. Locations:
  - 1. Each electrical distribution and control equipment enclosure. Provide new labels on all equipment, existing and new.
  - 2. Communication cabinets.
- C. Letter Size:
  - 1. Use 1/8 inch letters for identifying individual equipment and loads.
- D. Labels: Embossed adhesive tape, with 3/16 inch white letters on black background.

PART 3 - EXECUTION

3.1 PREPARATION

- A. Degrease and clean surfaces to receive nameplates and labels.

3.2 APPLICATION

- A. Install nameplate and label parallel to equipment lines.
- B. Secure nameplate to equipment front using screws, rivets, or adhesive.
- C. Secure nameplate to inside surface of door on panelboard that is recessed in finished locations.
- D. Color:
  - a. 208 Volt System: Black, Red, Blue, White, Green.

**END OF SECTION**

SECTION 262416 - PANELBOARDS

PART 1 - GENERAL

1.1 SECTION INCLUDES

- A. Branch circuit panelboards.

1.2 RELATED SECTIONS

- A. Section 26 05 26- Grounding.
- B. Section 26 05 53 - Electrical Identification.

1.3 REFERENCES

- A. NECA Standard of Installation (published by the National Electrical Contractors Association).
- B. NEMA AB1 - Molded Case Circuit Breakers.
- C. NEMA ICS 2 - Industrial Control Devices, Controllers and Assemblies.
- D. NEMA PB 1 - Panelboards.
- E. NEMA PB 1.1 - Instructions for Safe Installation, Operation and Maintenance of Panelboards Rated 600 Volts or Less.
- F. NETA ATS - Acceptance Testing Specifications for Electrical Power Distribution Equipment (published by the International Electrical Testing Association).
- G. NFPA 70 - National Electrical Code.

1.4 SUBMITTALS FOR REVIEW

- A. Submittals: Procedures for submittals.
- B. Shop Drawings: Indicate outline and support point dimensions, voltage, main bus ampacity, integrated short circuit ampere rating, circuit breaker arrangement and sizes.

1.5 QUALIFICATIONS

- A. Manufacturer: Company specializing in manufacturing the Products specified in this section with minimum three years documented experience.

1.6 REGULATORY REQUIREMENTS

- A. Conform to requirements of NFPA 70.

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- B. Products: Listed and classified by Underwriters Laboratories, Inc., as suitable for the purpose specified and indicated.

### 1.7 MAINTENANCE MATERIALS

- A. Section 01700 - Contract Closeout.
- B. Furnish two of each panelboard key.

## PART 2 - PRODUCTS

### 2.1 BRANCH CIRCUIT PANELBOARDS

- A. Manufacturers:
  - a. Square D.
  - b. Cutler-Hammer.
  - c. General Electric.
  - d. Siemens.
  - e. Substitutions: Permitted.
- B. Description: NEMA PB1, circuit breaker type, lighting and appliance branch circuit panelboard.
- C. Panelboard Bus: Copper ratings as indicated. Provide copper ground bus in each panelboard; provide insulated ground bus where scheduled.
- D. Minimum Integrated Short Circuit Rating: 22,000 amperes rms symmetrical for 240 volt panelboards.
- E. Molded Case Circuit Breakers: NEMA AB 1, bolt-on type thermal magnetic trip circuit breakers, with common trip handle for all poles, listed as Type SWD for lighting circuits, Type HACR for air conditioning equipment circuits, Class A ground fault interrupter circuit breakers where scheduled. Do not use tandem circuit breakers.
- F. Current Limiting Molded Case Circuit Breakers: NEMA AB 1, circuit breakers with integral thermal and instantaneous magnetic trip in each pole, coordinated with automatically resetting current limiting elements in each pole. Interrupting rating 100,000 symmetrical amperes, let through current and energy level less than permitted for same size Class RK-5 fuse.
- G. Enclosure: NEMA PB 1, Type 1.
- H. Cabinet Box: 6 inches (153 mm) deep, 20 inches wide for 240 volt and less panelboards.
- I. Cabinet Front: As indicated on panel schedules. Finish in manufacturer's standard gray enamel.

PART 3- EXECUTION

3.1 INSTALLATION

- A. Install panelboards in accordance with NEMA PB 1.1 and the NECA "Standard of Installation."
- B. Install panelboards plumb. Install recessed panelboards flush with wall finishes.
- C. Height: 6 feet (1800 mm) to top of panelboard; install panelboards taller than 6 feet (1800 mm) with bottom no more than 4 inches (100 mm) above floor.
- D. Provide filler plates for unused spaces in panelboards.
- E. Provide typed circuit directory for each branch circuit panelboard. Revise directory to reflect circuiting changes required to balance phase loads.
- F. Provide engraved plastic nameplates under the provisions of Section 26 05 53.
- G. Provide spare conduits out of each recessed panelboard to an accessible location above ceiling. Minimum spare conduits: 3 empty 3/4 inch. Identify each as SPARE.
- H. Ground and bond panelboard enclosure according to Section 26 05 26.

3.2 ADJUSTING

- A. Contract Closeout: Adjusting installed work.
- B. Measure steady state load currents at each panelboard feeder; rearrange circuits in the panelboard to balance the phase loads to within 20 percent of each other. Maintain proper phasing for multi-wire branch circuits.

**END OF SECTION**

SECTION 262419 – MOTOR AND CIRCUIT DISCONNECTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including the General Conditions, Supplementary Conditions, and Division 1 Specification sections, apply to work of this section.
- B. This section is a Division 26 Basic Materials and Methods section, and is part of each Division 16 section making reference to motor and circuit disconnect switches specified herein.

1.2 DESCRIPTION OF WORK

- A. The extent of motor and circuit disconnect switch work is indicated by drawings and schedules.
- B. The types of motor and circuit disconnect switches in this section include the following:
  - 1. Equipment disconnects
  - 2. Appliance disconnects
  - 3. Motor-circuit disconnects

1.3 QUALITY ASSURANCE

- A. NEC Compliance: Comply with NEC as applicable to construction and installation of electrical motor and circuit disconnect switches.
- B. UL Compliance and Labeling: Provide motor and circuit disconnect switches which have been UL listed and labeled.
- C. NEMA Compliance: Comply with applicable requirements of NEMA Stds. Publ. No. KS1.

1.4 SUBMITTALS

- A. Product Data: Submit manufacturer's data including specifications, installation instructions and general recommendations for each type of motor and circuit disconnect switch required.

PART 2 - PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS

- A. Manufacturer: Subject to compliance with requirements, provide products of one of the following or equal (for each type of switch):

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1. Cutler-Hammer, Inc.
  2. General Electric Co.
  3. Square D Company
- B. Motor and circuit disconnects larger than 60A shall be side hinged.

### 2.2 FABRICATED SWITCHES

- A. General-Duty Safety Switches: Provide surface-mounted, general-duty type, sheet steel enclosed safety switches, of the types, sizes, and electrical characteristics indicated; fusible type, rated for ampacity of circuit and system voltage as a minimum where noted on drawings. Switches shall be of pole configuration required for application with a solid neutral if needed; incorporating quick-make, quick-break type switches; so constructed that switch blades are visible in "OFF" position with door open. Equip with operating handle which is easily recognizable, and is padlockable in the "OFF" position; construct current carrying parts of positive pressure type reinforced fuse clips. Where noted on the contract documents, provide non-fuse disconnect switches of the same class construction listed above.
- B. Provide rain-tight switches for outside locations and where noted on the drawings, or where required by code enforcing authorities.
- C. Fuses: Provide fuses for safety switches, as noted on the drawings.

## PART 3 - EXECUTION

### 3.1 INSTALLATION OF MOTOR CIRCUIT DISCONNECT SWITCHES

- A. Install: Motor and circuit disconnect switches where indicated, complying with the manufacturer's written instructions, applicable requirements of NEC, NEMA and NECA's "Standard of Installation", and in accordance with recognized industry practices to ensure that products fulfill requirements.
- B. Coordinate motor and circuit disconnect switch installation work with electrical raceway and cable work, as necessary for proper interface.
- C. Install disconnect switches used with motor-driven appliances, and motors and controllers within sight of the controller position unless otherwise indicated.
- D. Provide nameplates on disconnect switches. Nameplates shall be as required in specification.
- E. Disconnects installed over the equipment nameplate shall be moved.

### 3.2 FIELD QUALITY CONTROL

- A. Testing: Subsequent to completion of installation of electrical disconnect switches, energize circuits and demonstrate capability and compliance with requirements. Except as

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otherwise indicated, do not test switches by operating them under load. However, demonstrate switch operation through six opening/closing cycles with circuit unloaded. Open each switch enclosure for inspection of interior, mechanical and electrical connections, fuse installation, and for verification of type and rating of fuses installed. Correct deficiencies then retest to demonstrate compliance. Remove and replace defective units with new units and retest.

**END OF SECTION**



SECTION 262726 – WIRING DEVICES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including the General Conditions, Supplementary Conditions, and Division 1 Specification sections, apply to work of this section.

1.2 SUMMARY

- A. This Section includes the following:
  - 1. Receptacles
  - 2. Ground Fault Circuit Interrupter Receptacles
  - 3. Plugs
  - 4. Plug Connections
  - 5. Snap Switches
  - 6. Wall Plates

1.3 SUBMITTALS

- A. Product data for each type of product specified.
- B. All wiring devices shall be by the same manufacturer unless authorized by Architect. Unauthorized mixing of device brands is unacceptable.
- C. Samples: The Contractor shall submit when requested a sample of the standard single pole switch and of the standard 15 and 20 Amp duplex convenience outlet as part of submittals. All wiring devices shall be by the same manufacturer unless authorized by Architect. Mixing of device brands is unacceptable.

1.4 QUALITY ASSURANCE

- A. Regulatory Requirements: Comply with provisions of the following codes.
  - 1. NFPA 70 "National Electrical Code".
- B. UL and NEMA Compliance: Provide wiring devices which are listed and labeled by UL and comply with applicable UL and NEMA standards.

1.5 SEQUENCE AND SCHEDULING

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- A. Schedule installation of finish plates after the surface upon which they are installed has received final finish.

### PART 2 - PRODUCTS

#### 2.1 MANUFACTURERS

- A. Manufactures: Subject to compliance with requirements, provide products of one of the following or equal (for each type of wiring device):
  1. General Electric Co.
  2. Harvey Hubbell, Inc.
  3. Pass and Seymour, Inc.
  4. Bryant Electric Div.
  5. Arrow Hart
  6. Leviton
  7. Lutron
  8. Carlon

#### 2.2 WIRING DEVICES

- A. General: Provide wiring devices in types, characteristics, grades, colors, and electrical ratings for applications indicated which are UL listed and comply with NEMA WD1 and other applicable UL and NEMA standards. Where types and grades are not indicated, provide proper selection as determined by Contractor to fulfill wiring requirements, and comply with NEC and NEMA standards for wiring devices. Provide ivory color devices throughout. Provide stainless steel wall plates except as otherwise indicated. Verify color selection of devices with the Architect.
- B. Receptacles:
  1. General: Configuration and requirements for all connector or outlet receptacles shall be in accordance with the NEMA Publication WD1 and UL 498. Fire-resistant, non-absorptive, hot-welded, phenolic composition or equal bodies and based with metal plaster ears (integral with the supporting members). Single or duplex as shown or noted on the drawings. Double grip contacts for each prong. Convenience outlets shall be installed with grounding pin connection for plugs at top (outlets installed vertically). All outlets not installed with ground post connection point on top shall be repositioned to meet this requirement.
  2. Grounding type: All receptacles shall be grounding type with a green colored hexagonal equipment ground screw and shall be connected to green circuit ground conductor. Grounding terminals of all receptacles shall be internally connected to the receptacle mounting yoke.

3. Duplex convenience outlets, rated 20 amps, 125 volts, 2 pole, 3 wire, NEMA 5-20R, specification grade, back or side wiring, shall be Hubbell #5362-I, Pass & Seymour #5362-I, General Electric GE 5362-2 or Bryant 5362I.
4. Weather proof outlets on exterior walls (except on the roof) shall be GFCI receptacles installed in recessed "Taymac Masque" or equal covered recessed receptacle box. Contractor shall install Taymac #72204 or equal with GFCI outlet. Taymac #72204 or equal consists of metal box, plastic extension ring and gasketed outlet bucket with cover. Verify color of cover prior to entering.
5. Weather proof outlets on roof for NEC 210.63 rule shall be GFCI outlet in FS cast metal box with Taymac #20510 or equal deep cover.

C. Ground Fault Interrupter Outlets:

1. The ground fault circuit interrupter (GFCI) receptacles, rated 15 amps, 125 volts, 2 pole, 3 wire, NEMA 5-15R, shall be UL listed (UL 498 and UL 943 Class A) and shall comply with ANSI C73.11. GFCI receptacles shall not have the "feed-through" feature to provide GFCI protection to receptacles connected downstream. The GFCI shall operate in the 4 - 6 milliamp range. The GFCI receptacles shall be Hubbell #GF-5262I, Pass & Seymour #1591-F-I, or Bryant #GFR52FTI. Receptacles shall be furnished with appropriate device wall cover plate.

D. Switches:

1. Unless otherwise specified, each snap switch (flush tumbler-toggle) shall be of the AC general use type fully rated 20 amperes minimum at 120/277 volts, conforming to minimum requirements of the latest revision of the Underwriters Laboratories, Inc., UL 20, NEMA Stds. Publ. No. WD1, and further requirements herein specified. Specification grade, heavy duty, single pole, 3-way, or 4-way of the maintained, momentary, or lock type as indicated on the drawings. Switches shall operate in any position and shall be fully enclosed cup type with entire body of phenolic, urea or melamine. Fiber, paper or similar insulating material shall not be used for body or cover. Silver or silver alloy contacts. AC 120/277 volt general use snap switches shall be capable of withstanding tests as outlined in NEMA publication WD1 and shall be as follows or an Architect approved equal, unless otherwise noted.
2. Single pole switches, rated 20A, 120-277 volts, shall be Hubbell #1221-I, General Electric #5951-2G, Pass & Seymour #20AC1-I or Bryant 4901I.
3. Single pole switch with pilot light shall be spec. grade red lighted handle, rated 20 amps, 120V, Hubbell #1221-PL, General Electric #SP121-8G, Pass & Seymour #20AC1-RPL or Bryant #4901 PLR 120.
4. Three-way switches, rated 20A, 120-277 volts, shall be Hubbell #1223-I, Bryant #4903I, Pass & Seymour #20AC3-I or General Electric #5953-2G.
5. Four-way switches, rated 20A, 120-277 volts, shall be Hubbell #1224-I, Bryant 4904I, Pass & Seymour #20AC4-I or General Electric #5954-2G.

6. Weatherproof switches shall include the type of snap switch indicated on the drawings and specified herein, enclosed with a Crouse-Hinds #DS 181 cover and gasket mounted in an FS cast box. Substitutions must be Architect approved. Flip top covers exposing switch handle to rain are not acceptable. Orientation of the cover must be vertical.

### 2.3 WIRING DEVICE ACCESSORIES

- A. Wall plates: single and combination, of types, sizes, and with ganging and cutouts as indicated. Provide plates which mate and match with wiring devices to which attached. Provide metal screws for securing plates to devices with screw heads colored to match finish of plates. Conform to requirements of "Electrical Identification." Provide plates possessing the following additional construction features:
- B. Material and Finish Recessed Box: 0.04 inch thick, type 302 satin finished stainless steel, non-residential areas.
- C. Material and Finish Surface Box: steel plate, galvanized, non-residential areas.
- D. Engraving: Wall plates located in finished areas which would require identification shall be engraved stainless steel plates. All lettering shall be 1/8" minimum in height, nine characters per inch and filled with black paint. Identification wording/lettering shall be as noted on the drawings and shall be centered on cover plate.
- E. Plates for special purpose outlets shall be of a design suitable for the particular application.
- F. Wall plates covering flush boxes in CMU walls shall have oversize plates.

## PART 3 - EXECUTION

### 3.1 INSPECTION

- A. Wiring device locations shown are approximate. Contractor shall adjust lateral locations shown up to 18" to accommodate final room layouts. The outlet locations shall be modified from those shown on the plans to accommodate changes in door swings or to clear other interferences that may arise from job construction details as well as modification within room spaces. The Contractor shall check these conditions throughout the entire job and shall notify the Architect of discrepancies as they may occur before proceeding with the installation of the work to verify the modifications, if any.

### 3.2 INSTALLATION OF WIRING DEVICES AND ACCESSORIES

- A. Install wiring devices and accessories as indicated, in accordance with manufacturer's written instructions, applicable requirements of NEC and in accordance with recognized industry practices to fulfill project requirements.
- B. Coordinate with other Work, including painting, electrical boxes and wiring installations, as necessary to interface installation of wiring devices with other Work. Install wiring devices

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only in electrical boxes, which are clean; free from building materials, dirt and debris.

- C. Install galvanized steel wall plates in unfinished spaces.
- D. Install wiring devices after wiring work is completed. Switches shall be mounted 44" and convenience outlets 18" minimum, center of box above the finished floor level except as otherwise specified on the drawings. Align devices and plates horizontally and vertically.
- E. Wall boxes shall be set in advance of the wall construction, shall be blocked in place and secured. All wall boxes shall be set flush with the finished building construction. Contractor shall vacuum clean all wiring device boxes.
- F. Coordinate with other work, including painting, electrical box and wiring work, as necessary to interface installation of wiring devices with other work.
- G. Delay installation of wall plates until after painting work is completed.
- H. The Contractor shall be responsible for coordinating with other trades the actual installation of his outlet boxes in walls. The wall building material (cinder block, brick, sheetrock or whatever) shall provide an even trim around outlet boxes not exceeding a 1/4" gap. The device coverplate should be able to cover up wall openings around outlet boxes. Wherever an outlet box installation fails to comply with the above listed condition, the Contractor shall arrange to have the problem corrected. Caulking, spackling material or any other sealer to be used shall be kept out of the outlet box area.
- I. Wiring device yokes shall be installed in physical contact with the plaster ring. Spiral wound bare wire supports to act as spacers between plaster extension ring/box and device yokes are not acceptable. Where condition occurs, the plaster ring/box shall be replaced as required to provide the proper contact.
- J. Device cover plates for each and every device shall be furnished and installed by this contractor.
- K. Tighten connectors and terminals, including screws and bolts, in accordance with equipment manufacturer's published torque tightening values for wiring devices. Where manufacturer's torquing requirements are not indicated, tighten connectors and terminals to comply with tightening torques specified in UL Standard 486A. Use properly scaled torque indicating hand tool.

### 3.3 PROTECTION OF WALL PLATES AND RECEPTACLES

- A. Upon installation of wall plates and receptacles, advise the Contractor regarding proper and cautious use of convenience outlets. At time of Substantial Completion, replace those items which have been damaged, including those burned and scorched by faulty plugs.

### 3.4 GROUNDING

- A. Provide electrically continuous, tight grounding connections for wiring devices, unless otherwise noted.

### 3.5 FIELD QUALITY CONTROL

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- A. Testing: Prior to energizing circuits, test wiring for electrical continuity, and for short-circuits. Ensure proper polarity of connections is maintained. Subsequent to energizing, test wiring devices and demonstrate compliance with requirements, operating each operable device at least six times.
- B. Test ground fault interrupter operation with both local and remote fault simulations in accordance with manufacturer recommendations.

**END OF SECTION**