

**SECTION 00 0110  
TABLE OF CONTENTS**

**PROCUREMENT AND CONTRACTING REQUIREMENTS**

**SPECIFICATIONS**

**DIVISION 01 -- GENERAL REQUIREMENTS**

**Substitution Request Form**

- 01 1000 - Summary
- 01 3000 - Administrative Requirements
- 01 4000 - Quality Requirements
- 01 5000 - Temporary Facilities and Controls
- 01 6000 - Product Requirements
- 01 7000 - Execution and Closeout Requirements
- 01 7800 - Closeout Submittals

**DIVISION 02 -- EXISTING CONDITIONS**

- 02 4100 - Demolition

**DIVISION 05 -- METALS**

- 05 4000 - Cold-Formed Metal Framing

**DIVISION 06 -- WOOD, PLASTICS, AND COMPOSITES**

- 06 4100 - Architectural Wood Casework

**DIVISION 07 -- THERMAL AND MOISTURE PROTECTION**

- 07 5300 - Elastomeric Membrane Roofing
- 07 6200 - Sheet Metal Flashing and Trim
- 07 9200 - Joint Sealants

**DIVISION 08 -- OPENINGS**

- 08 1213 - Hollow Metal Frames
- 08 1416 - Flush Wood Doors
- 08 5200 - Wood Windows
- 08 7100 - Door Hardware

**DIVISION 09 -- FINISHES**

- 09 0561 - Common Work Results for Flooring Preparation
- 09 2116 - Gypsum Board Assemblies
- 09 5100 - Acoustical Ceilings
- 09 6500 - Resilient Flooring
- 09 6813 - Tile Carpeting
- 09 9123 - Interior Painting

**DIVISION 10 -- SPECIALTIES**

- 10 2601 - Wall and Corner Guards

**DIVISION 12 -- FURNISHINGS**

- 12 2400 - Window Shades

**END OF SECTION**



# SUBSTITUTION REQUEST FORM

(Fill in all Blanks – failure to do so will result in disapproval)  
(One specification section per form)

**\*\*Must be submitted no less than 10 days prior to bid date\*\***

**Project:**

Montana Outdoors Office Remodel  
Montana Fish, Wildlife and Parks  
930 Custer Ave. Helena, MT 59602

We hereby submit for your review the following substitution for the following specified material for the above project:

**Specified Item:**

<b>Specification Section:</b>	<b>Paragraph No.</b>	<b>Drawing &amp; Detail(s) No.</b>
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**Proposed Substitution** *(Attach complete technical data, including laboratory tests, if applicable, in duplicate)*

Include complete information on changes to Drawings and/or Specifications which proposed substitution will require for its proper installation.

1. Will Substitution affect dimensions indicated on Drawings? \_\_\_\_\_ (Yes) \_\_\_\_\_ (No)
2. Will the undersigned pay for any changes to the building design, including engineering and detailing costs caused by the requested substitution? \_\_\_\_\_ (Yes) \_\_\_\_\_ (No)
3. What effect does the substitution have on other trades? \_\_\_\_\_
4. Difference between proposed and specified item?
5. Manufacturer's guarantee/warranty? \_\_\_\_\_ (Same) \_\_\_\_\_ (Different)  
Explain:

In signing this form, the Proposer understand the burden of proof of the proposed substitute is upon the Proposer – that function, appearance and quality and equivalent or superior to the specified item.

**Submitted By:**

**Firm:**  
**Address:**

**A & E Review:**

**Date:**

**Phone:**  
**E-mail:**

**Fax:**

- Accepted  Remarks  
 Not Accepted  
 Accepted as noted

**Signature**  
*(authorized official)*

\_\_\_\_\_

\_\_\_\_\_  
(Printed Name)

**Date:**

\_\_\_\_\_

CWG  
Architecture

Architecture  
Engineering  
Design

(406) 443-2340

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Helena, MT 59624

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**SECTION 01 1000**  
**SUMMARY**

**PART 1 GENERAL**

**1.01 PROJECT**

- A. Project Name: FWP Montana Outdoors Remodel
- B. Owner's Name: Montana Fish Wildlife & Parks.
- C. Architect's Name: CWG Architecture.
- D. The Project consists of the alteration of an existing office building.

**1.02 CONTRACT DESCRIPTION**

- A. Contract Type: A single prime contract based on a Stipulated Price.

**1.03 DESCRIPTION OF ALTERATIONS WORK**

- A. Scope of demolition and removal work is indicated on the drawings.
- B. Plumbing: Alter existing and add new construction.
- C. HVAC: Alter existing and add new construction.
- D. Electrical Power and Lighting: Alter existing and add new construction.

**1.04 OWNER OCCUPANCY**

- A. Owner intends to continue to occupy all portions of the existing building during the entire construction period.
- B. Cooperate with Owner to minimize conflict and to facilitate Owner's operations.
- C. Schedule the Work to accommodate Owner occupancy.
- D. Main building entrances will be affected by the work. Contractor shall coordinate building entrance closure with Owner.

**1.05 CONTRACTOR USE OF SITE AND PREMISES**

- A. Provide access to and from site as required by law and by Owner:
  - 1. Emergency Building Exits During Construction: Keep all exits required by code open during construction period; provide temporary exit signs if exit routes are temporarily altered. Prior to removal of existing signage contractor shall photograph existing signage, print on 8-1/2x11 paper and post temporary signage with non-marring tape adjacent to each doorway.
  - 2. Do not obstruct roadways, sidewalks, or other public ways without permit.
- B. Time Restrictions:
  - 1. All work to be done between the hours of 8:00 A.M. and 5:00 P.M.
- C. Utility Outages and Shutdown:
  - 1. Prevent accidental disruption of utility services to other facilities. Coordinate any planned disruptions with Owner.

**1.06 WORK SEQUENCE**

- A. Coordinate construction schedule and operations with Owner.

**1.07 COMPLETION**

- A. The new work is to be Substantially Complete on, or before ninety (90) days from Notice to Proceed.

**END OF SECTION**

**SECTION 01 3000**  
**ADMINISTRATIVE REQUIREMENTS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Preconstruction meeting.
- B. Progress meetings.
- C. Construction progress schedule.
- D. Progress photographs.
- E. Coordination drawings.
- F. Submittals for review, information, and project closeout.
- G. Number of copies of submittals.
- H. Submittal procedures.

**1.02 RELATED REQUIREMENTS**

- A. General Conditions

**PART 2 PRODUCTS - NOT USED**

**PART 3 EXECUTION**

**3.01 PRECONSTRUCTION MEETING**

- A. Owner will schedule a meeting after Notice of Award.
- B. Attendance Required:
  - 1. Owner.
  - 2. Architect.
  - 3. Contractor.
  - 4. All major subcontractors.
- C. Agenda:
  - 1. Execution of Owner-Contractor Agreement.
  - 2. Submission of executed bonds and insurance certificates.
  - 3. Distribution of Contract Documents.
  - 4. Submission of list of subcontractors, list of products, schedule of values, and progress schedule.
  - 5. Designation of personnel representing the parties to Contract and Architect.
  - 6. Procedures and processing of field decisions, submittals, substitutions, applications for payments, proposal request, Change Orders, and Contract closeout procedures.
  - 7. Scheduling.
- D. Record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, Owner, participants, and those affected by decisions made.

**3.02 PROGRESS MEETINGS**

- A. Schedule and administer meetings throughout progress of the work at maximum Biweekly intervals.
- B. Architect will make arrangements for meetings, prepare agenda with copies for participants, preside at meetings.
- C. Attendance Required:
  - 1. Contractor.
  - 2. Owner.
  - 3. Architect.
  - 4. Contractor's superintendent.
  - 5. Major subcontractors.
- D. Agenda:

1. Review minutes of previous meetings.
  2. Review of work progress.
  3. Field observations, problems, and decisions.
  4. Identification of problems that impede, or will impede, planned progress.
  5. Review of submittals schedule and status of submittals.
  6. Maintenance of progress schedule.
  7. Corrective measures to regain projected schedules.
  8. Planned progress during succeeding work period.
  9. Maintenance of quality and work standards.
  10. Effect of proposed changes on progress schedule and coordination.
  11. Other business relating to work.
- E. Record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, Owner, participants, and those affected by decisions made.

### **3.03 CONSTRUCTION PROGRESS SCHEDULE**

- A. Within 10 days after date of the Agreement, submit preliminary schedule defining planned operations for the first 30 days of Work, with a general outline for remainder of Work.
- B. If preliminary schedule requires revision after review, submit revised schedule within 10 days.
- C. Within 20 days after review of preliminary schedule, submit draft of proposed complete schedule for review.
  1. Include written certification that major contractors have reviewed and accepted proposed schedule.
- D. Within 10 days after joint review, submit complete schedule.
- E. Submit updated schedule with each Application for Payment.

### **3.04 COORDINATION DRAWINGS**

- A. Provide information required by Project Coordinator for preparation of coordination drawings.
- B. Review drawings prior to submission to Architect.

### **3.05 SUBMITTALS FOR REVIEW**

- A. When the following are specified in individual sections, submit them for review:
  1. Product data.
  2. Shop drawings.
  3. Samples for selection.
  4. Samples for verification.
- B. Submit to Architect for review for the limited purpose of checking for compliance with information given and the design concept expressed in Contract Documents.
- C. Samples will be reviewed for aesthetic, color, or finish selection.
- D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record documents purposes described in Section 01 7800 - Closeout Submittals.

### **3.06 SUBMITTALS FOR INFORMATION**

- A. When the following are specified in individual sections, submit them for information:
  1. Design data.
  2. Certificates.
  3. Test reports.
  4. Inspection reports.
  5. Manufacturer's instructions.
  6. Manufacturer's field reports.
  7. Other types indicated.
- B. Submit for Architect's knowledge as contract administrator or for Owner. No action will be taken.

### **3.07 SUBMITTALS FOR PROJECT CLOSEOUT**

- A. Submit Correction Punch List for Substantial Completion.
- B. Submit Final Correction Punch List for Substantial Completion.
- C. When the following are specified in individual sections, submit them at project closeout in compliance with requirements of Section 01 7800 - Closeout Submittals:
  - 1. Project record documents.
  - 2. Operation and maintenance data.
  - 3. Warranties.
  - 4. Bonds.
  - 5. Other types as indicated.
- D. Submit for Owner's benefit during and after project completion.

### **3.08 NUMBER OF COPIES OF SUBMITTALS**

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

### **3.09 SUBMITTAL PROCEDURES**

- A. General Requirements:
  - 1. Submit separate packages of submittals for review and submittals for information, when included in the same specification section.
  - 2. Transmit using approved form.
    - a. Use Contractor's form, subject to prior approval by Architect.
  - 3. Sequentially identify each item. For revised submittals use original number and a sequential numerical suffix.
  - 4. Identify: Project; Contractor; subcontractor or supplier; pertinent drawing and detail number; and specification section number and article/paragraph, as appropriate on each copy.
  - 5. Apply Contractor's stamp, signed or initialed certifying that review, approval, verification of products required, field dimensions, adjacent construction work, and coordination of information is in accordance with the requirements of the work and Contract Documents.
    - a. Submittals from sources other than the Contractor, or without Contractor's stamp will not be acknowledged, reviewed, or returned.
  - 6. Schedule submittals to expedite the Project, and coordinate submission of related items.
    - a. For each submittal for review, allow 15 days excluding delivery time to and from the Contractor.
    - b. For sequential reviews involving Architect's consultants, Owner, or another affected party, allow an additional 7 days.
  - 7. Identify variations from Contract Documents and product or system limitations that may be detrimental to successful performance of the completed work.
  - 8. Provide space for Contractor and Architect review stamps.
  - 9. When revised for resubmission, identify all changes made since previous submission.
  - 10. Distribute reviewed submittals. Instruct parties to promptly report inability to comply with requirements.
- B. Product Data Procedures:
  - 1. Submit only information required by individual specification sections.
  - 2. Collect required information into a single submittal.
  - 3. Do not submit (Material) Safety Data Sheets for materials or products.

- C. Shop Drawing Procedures:
  - 1. Prepare accurate, drawn-to-scale, original shop drawing documentation by interpreting Contract Documents and coordinating related work.
  - 2. Generic, non-project-specific information submitted as shop drawings do not meet the requirements for shop drawings.
- D. Samples Procedures:
  - 1. Transmit related items together as single package.
  - 2. Identify each item to allow review for applicability in relation to shop drawings showing installation locations.

### **3.10 SUBMITTAL REVIEW**

- A. Submittals for Review: Architect will review each submittal, and approve, or take other appropriate action.
- B. Submittals for Information: Architect will acknowledge receipt and review. See below for actions to be taken.
- C. Architect's actions will be reflected by marking each returned submittal using virtual stamp on electronic submittals.
- D. Architect's and consultants' actions on items submitted for review:
  - 1. Authorizing purchasing, fabrication, delivery, and installation:
    - a. "Approved", or language with same legal meaning.
    - b. "Approved as Noted, Resubmission not required", or language with same legal meaning.
      - 1) At Contractor's option, submit corrected item, with review notations acknowledged and incorporated.
    - c. "Approved as Noted, Resubmit for Record", or language with same legal meaning.
  - 2. Not Authorizing fabrication, delivery, and installation:
- E. Architect's and consultants' actions on items submitted for information:
  - 1. Items for which no action was taken:
    - a. "Received" - to notify the Contractor that the submittal has been received for record only.
  - 2. Items for which action was taken:
    - a. "Reviewed" - no further action is required from Contractor.

**END OF SECTION**

**SECTION 01 4000**  
**QUALITY REQUIREMENTS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Submittals.
- B. References and standards.
- C. Testing and inspection agencies and services.
- D. Control of installation.
- E. Tolerances.
- F. Manufacturers' field services.
- G. Defect Assessment.

**1.02 RELATED REQUIREMENTS**

- A. Section 01 3000 - Administrative Requirements: Submittal procedures.
- B. Section 01 6000 - Product Requirements: Requirements for material and product quality.

**1.03 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Certificates: When specified in individual specification sections, submit certification by the manufacturer and Contractor or installation/application subcontractor to Architect, in quantities specified for Product Data.
  - 1. Indicate material or product complies with or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
- C. Manufacturer's Instructions: When specified in individual specification sections, submit printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, for the Owner's information. Indicate special procedures, perimeter conditions requiring special attention, and special environmental criteria required for application or installation.

**1.04 REFERENCES AND STANDARDS**

- A. For products and workmanship specified by reference to a document or documents not included in the Project Manual, also referred to as reference standards, comply with requirements of the standard, except when more rigid requirements are specified or are required by applicable codes.
- B. Comply with reference standard of date of issue current on date of Contract Documents, except where a specific date is established by applicable code.
- C. Obtain copies of standards where required by product specification sections.
- D. Maintain copy at project site during submittals, planning, and progress of the specific work, until Substantial Completion.
- E. Should specified reference standards conflict with Contract Documents, request clarification from Architect before proceeding.
- F. Neither the contractual relationships, duties, or responsibilities of the parties in Contract nor those of Architect shall be altered from Contract Documents by mention or inference otherwise in any reference document.

**PART 2 PRODUCTS - NOT USED**

**PART 3 EXECUTION**

**3.01 CONTROL OF INSTALLATION**

- A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce work of specified quality.
- B. Comply with manufacturers' instructions, including each step in sequence.



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

### **3.02 TOLERANCES**

- A. Monitor fabrication and installation tolerance control of products to produce acceptable Work. Do not permit tolerances to accumulate.
- B. Comply with manufacturers' tolerances. Should manufacturers' tolerances conflict with Contract Documents, request clarification from Architect before proceeding.
- C. Adjust products to appropriate dimensions; position before securing products in place.

### **3.03 MANUFACTURERS' FIELD SERVICES**

- A. When specified in individual specification sections, require material or product suppliers or manufacturers to provide qualified staff personnel to observe site conditions, conditions of surfaces and installation, quality of workmanship, as applicable, and to initiate instructions when necessary.
- B. Report observations and site decisions or instructions given to applicators or installers that are supplemental or contrary to manufacturers' written instructions.

### **3.04 DEFECT ASSESSMENT**

- A. Replace Work or portions of the Work not complying with specified requirements.

**END OF SECTION**

**SECTION 01 5000**  
**TEMPORARY FACILITIES AND CONTROLS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Temporary sanitary facilities.
- B. Temporary Controls: Barriers and enclosures.
- C. Security requirements.
- D. Vehicular access and parking.
- E. Waste removal facilities and services.

**1.02 REFERENCE STANDARDS**

**1.03 TEMPORARY UTILITIES**

- A. Owner will provide the following:
  - 1. Electrical power , consisting of connection to existing facilities.
  - 2. Water supply, consisting of connection to existing facilities. Adequate backflow prevention devices shall be installed where required to avoid potential water contamination.
- B. Use trigger-operated nozzles for water hoses, to avoid waste of water.

**1.04 TEMPORARY SANITARY FACILITIES**

- A. Provide and maintain required facilities and enclosures. Provide at time of project mobilization.
- B. Maintain daily in clean and sanitary condition.

**1.05 BARRIERS**

- A. Provide barriers to prevent unauthorized entry to construction areas, to prevent access to areas that could be hazardous to workers or the public and to protect existing facilities and adjacent properties from damage from construction operations and demolition.
- B. Protect non-owned vehicular traffic, stored materials, site, and structures from damage.

**1.06 INTERIOR ENCLOSURES**

- A. Provide temporary partitions and ceilings as indicated to separate work areas from Owner-occupied areas, to prevent penetration of dust and moisture into Owner-occupied areas, and to prevent damage to existing materials and equipment.
- B. Construction: Framing and reinforced polyethylene sheet materials with closed joints and sealed edges at intersections with existing surfaces:

**1.07 SECURITY**

- A. Provide security and facilities to protect Work, and Owner's operations from unauthorized entry, vandalism, or theft.
- B. Coordinate with Owner's security program.

**1.08 VEHICULAR ACCESS AND PARKING**

- A. Coordinate access and haul routes with governing authorities and Owner.
- B. Provide and maintain access to fire hydrants, free of obstructions.
- C. Designated existing on-site roads may be used for construction traffic.
- D. Existing parking areas may be used for construction parking.
  - 1. Coordinate with Owner.

**1.09 WASTE REMOVAL**

- A. Provide waste removal facilities and services as required to maintain the site in clean and orderly condition.

- B. If materials to be recycled or re-used on the project must be stored on-site, provide suitable non-combustible containers; locate containers holding flammable material outside the structure unless otherwise approved by the authorities having jurisdiction.
- C. Open free-fall chutes are not permitted. Terminate closed chutes into appropriate containers with lids.

**PART 2 PRODUCTS - NOT USED**

**PART 3 EXECUTION - NOT USED**

**END OF SECTION**

**SECTION 01 6000**  
**PRODUCT REQUIREMENTS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. General product requirements.
- B. Re-use of existing products.
- C. Transportation, handling, storage and protection.
- D. Product option requirements.
- E. Substitution limitations.
- F. Maintenance materials, including extra materials, spare parts, tools, and software.

**1.02 SUBMITTALS**

- A. Product Data Submittals: Submit manufacturer's standard published data. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information specific to this Project.
- B. Shop Drawing Submittals: Prepared specifically for this Project; indicate utility and electrical characteristics, utility connection requirements, and location of utility outlets for service for functional equipment and appliances.
- C. Sample Submittals: Illustrate functional and aesthetic characteristics of the product, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
  - 1. For selection from standard finishes, submit samples of the full range of the manufacturer's standard colors, textures, and patterns.

**PART 2 PRODUCTS**

**2.01 EXISTING PRODUCTS**

- A. Do not use materials and equipment removed from existing premises unless specifically required or permitted by Contract Documents.
- B. Existing materials and equipment indicated to be removed, but not to be re-used, relocated, reinstalled, delivered to the Owner, or otherwise indicated as to remain the property of the Owner, become the property of the Contractor; remove from site.

**2.02 NEW PRODUCTS**

- A. Provide new products unless specifically required or permitted by Contract Documents.
- B. Use of products having any of the following characteristics is not permitted:
  - 1. Made using or containing CFC's or HCFC's.
  - 2. Made of wood from newly cut old growth timber.
  - 3. Containing lead, cadmium, or asbestos.

**2.03 PRODUCT OPTIONS**

- A. Products Specified by Reference Standards or by Description Only: Use any product meeting those standards or description.
- B. Products Specified by Naming One or More Manufacturers: Use a product of one of the manufacturers named and meeting specifications, no options or substitutions allowed.
- C. Products Specified by Naming One or More Manufacturers with a Provision for Substitutions: Submit a request for substitution for any manufacturer not named no fewer than ten days prior to bid opening for review by the Architect and Owner. Substitutions received less than ten days prior to bid date will be rejected.

**2.04 MAINTENANCE MATERIALS**

- A. Furnish extra materials, spare parts, tools, and software of types and in quantities specified in individual specification sections.

- B. Deliver to Project site; obtain receipt prior to final payment.

## **PART 3 EXECUTION**

### **3.01 SUBSTITUTION LIMITATIONS**

- A. Instructions to Bidders specifies time restrictions for submitting requests for substitutions during the bidding period and the documents required. Comply with requirements specified in Instructions to Bidders.
- B. Document each request with complete data substantiating compliance of proposed substitution with Contract Documents.
- C. A request for substitution constitutes a representation that the submitter:
  - 1. Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product.
  - 2. Agrees to provide the same warranty for the substitution as for the specified product.
  - 3. Agrees to coordinate installation and make changes to other Work that may be required for the Work to be complete with no additional cost to Owner.
  - 4. Waives claims for additional costs or time extension that may subsequently become apparent.
  - 5. Agrees to reimburse Owner and Architect for review or redesign services associated with re-approval by authorities.

### **3.02 TRANSPORTATION AND HANDLING**

- A. Package products for shipment in manner to prevent damage; for equipment, package to avoid loss of factory calibration.
- B. If special precautions are required, attach instructions prominently and legibly on outside of packaging.
- C. Coordinate schedule of product delivery to designated prepared areas in order to minimize site storage time and potential damage to stored materials.
- D. Transport and handle products in accordance with manufacturer's instructions.
- E. Transport materials in covered trucks to prevent contamination of product and littering of surrounding areas.
- F. Promptly inspect shipments to ensure that products comply with requirements, quantities are correct, and products are undamaged.
- G. Provide equipment and personnel to handle products by methods to prevent soiling, disfigurement, or damage, and to minimize handling.
- H. Arrange for the return of packing materials, such as wood pallets, where economically feasible.

### **3.03 STORAGE AND PROTECTION**

- A. Designate receiving/storage areas for incoming products so that they are delivered according to installation schedule and placed convenient to work area in order to minimize waste due to excessive materials handling and misapplication.
- B. A material storage area will be designated by Owner. Contractor will be responsible for security of stored material.
- C. Store and protect products in accordance with manufacturers' instructions.
- D. Store with seals and labels intact and legible.
- E. Store sensitive products in weathertight, climate-controlled enclosures in an environment favorable to product.
- F. For exterior storage of fabricated products, place on sloped supports above ground.
- G. Provide off-site storage and protection when site does not permit on-site storage or protection.
- H. Protect products from damage or deterioration due to construction operations, weather, precipitation, humidity, temperature, sunlight and ultraviolet light, dirt, dust, and other contaminants.

- I. Comply with manufacturer's warranty conditions, if any.
- J. Do not store products directly on the ground.
- K. Cover products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.
- L. Store loose granular materials on solid flat surfaces in a well-drained area. Prevent mixing with foreign matter.
- M. Prevent contact with material that may cause corrosion, discoloration, or staining.
- N. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.
- O. Arrange storage of products to permit access for inspection. Periodically inspect to verify products are undamaged and are maintained in acceptable condition.

**END OF SECTION**

**SECTION 01 7000**  
**EXECUTION AND CLOSEOUT REQUIREMENTS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Examination, preparation, and general installation procedures.
- B. Requirements for alterations work, including selective demolition.
- C. Pre-installation meetings.
- D. Cutting and patching.
- E. Cleaning and protection.
- F. Starting of systems and equipment.
- G. Demonstration and instruction of Owner personnel.
- H. Closeout procedures, including Contractor's Correction Punch List, except payment procedures.
- I. General requirements for maintenance service.

**1.02 RELATED REQUIREMENTS**

- A. Section 01 1000 - Summary: Limitations on working in existing building; continued occupancy; work sequence; identification of salvaged and relocated materials.
- B. Section 01 3000 - Administrative Requirements: Submittals procedures, Electronic document submittal service.

**1.03 REFERENCE STANDARDS**

- A. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2013.

**1.04 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Cutting and Patching: Submit written request in advance of cutting or alteration that affects:
  - 1. Structural integrity of any element of Project.
  - 2. Integrity of weather exposed or moisture resistant element.
  - 3. Efficiency, maintenance, or safety of any operational element.
  - 4. Visual qualities of sight exposed elements.
  - 5. Work of Owner or separate Contractor.

**1.05 PROJECT CONDITIONS**

- A. Ventilate enclosed areas to assist cure of materials, to dissipate humidity, and to prevent accumulation of dust, fumes, vapors, or gases.
- B. Dust Control: Execute work by methods to minimize raising dust from construction operations. Provide positive means to prevent air-borne dust from dispersing into atmosphere and over adjacent property.
  - 1. Provide dust-proof barriers between construction areas and areas continuing to be occupied by Owner.
- C. Noise Control: Provide methods, means, and facilities to minimize noise produced by construction operations.
- D. Pollution Control: Provide methods, means, and facilities to prevent contamination of soil, water, and atmosphere from discharge of noxious, toxic substances, and pollutants produced by construction operations. Comply with federal, state, and local regulations.

**1.06 COORDINATION**

- A. Coordinate scheduling, submittals, and work of the various sections of the Project Manual to ensure efficient and orderly sequence of installation of interdependent construction elements, with provisions for accommodating items installed later.

- B. Notify affected utility companies and comply with their requirements.
- C. Verify that utility requirements and characteristics of new operating equipment are compatible with building utilities. Coordinate work of various sections having interdependent responsibilities for installing, connecting to, and placing in service, such equipment.
- D. Coordinate space requirements, supports, and installation of mechanical and electrical work that are indicated diagrammatically on drawings. Follow routing indicated for pipes, ducts, and conduit, as closely as practicable; place runs parallel with lines of building. Utilize spaces efficiently to maximize accessibility for other installations, for maintenance, and for repairs.
- E. In finished areas except as otherwise indicated, conceal pipes, ducts, and wiring within the construction. Coordinate locations of fixtures and outlets with finish elements.
- F. Coordinate completion and clean-up of work of separate sections.
- G. After Owner occupancy of premises, coordinate access to site for correction of defective work and work not in accordance with Contract Documents, to minimize disruption of Owner's activities.

## **PART 2 PRODUCTS**

### **2.01 PATCHING MATERIALS**

- A. New Materials: As specified in product sections; match existing products and work for patching and extending work.
- B. Type and Quality of Existing Products: Determine by inspecting and testing products where necessary, referring to existing work as a standard.
- C. Product Substitution: For any proposed change in materials, submit request for substitution described in Section 01 6000 - Product Requirements.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION**

- A. Verify that existing site conditions and substrate surfaces are acceptable for subsequent work. Start of work means acceptance of existing conditions.
- B. Verify that existing substrate is capable of structural support or attachment of new work being applied or attached.
- C. Examine and verify specific conditions described in individual specification sections.
- D. Take field measurements before confirming product orders or beginning fabrication, to minimize waste due to over-ordering or misfabrication.
- E. Verify that utility services are available, of the correct characteristics, and in the correct locations.
- F. Prior to Cutting: Examine existing conditions prior to commencing work, including elements subject to damage or movement during cutting and patching. After uncovering existing work, assess conditions affecting performance of work. Beginning of cutting or patching means acceptance of existing conditions.

### **3.02 PREPARATION**

- A. Clean substrate surfaces prior to applying next material or substance.
- B. Seal cracks or openings of substrate prior to applying next material or substance.
- C. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying any new material or substance in contact or bond.

### **3.03 PREINSTALLATION MEETINGS**

- A. When required in individual specification sections, convene a preinstallation meeting at the site prior to commencing work of the section.
- B. Require attendance of parties directly affecting, or affected by, work of the specific section.
- C. Notify Architect seven days in advance of meeting date.



- D. Prepare agenda and preside at meeting:
  - 1. Review conditions of examination, preparation and installation procedures.
  - 2. Review coordination with related work.
- E. Record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, Owner, participants, and those affected by decisions made.

### **3.04 GENERAL INSTALLATION REQUIREMENTS**

- A. Install products as specified in individual sections, in accordance with manufacturer's instructions and recommendations, and so as to avoid waste due to necessity for replacement.
- B. Make vertical elements plumb and horizontal elements level, unless otherwise indicated.
- C. Install equipment and fittings plumb and level, neatly aligned with adjacent vertical and horizontal lines, unless otherwise indicated.
- D. Make consistent texture on surfaces, with seamless transitions, unless otherwise indicated.
- E. Make neat transitions between different surfaces, maintaining texture and appearance.

### **3.05 ALTERATIONS**

- A. Drawings showing existing construction and utilities are based on casual field observation and existing record documents only.
  - 1. Verify that construction and utility arrangements are as indicated.
  - 2. Report discrepancies to Architect before disturbing existing installation.
  - 3. Beginning of alterations work constitutes acceptance of existing conditions.
- B. Maintain weatherproof exterior building enclosure except for interruptions required for replacement or modifications; take care to prevent water and humidity damage.
  - 1. Where openings in exterior enclosure exist, provide construction to make exterior enclosure weatherproof.
  - 2. Insulate existing ducts or pipes that are exposed to outdoor ambient temperatures by alterations work.
- C. Remove existing work as indicated and as required to accomplish new work.
  - 1. Remove items indicated on drawings.
  - 2. Relocate items indicated on drawings.
  - 3. Where new surface finishes are to be applied to existing work, perform removals, patch, and prepare existing surfaces as required to receive new finish; remove existing finish if necessary for successful application of new finish.
  - 4. Where new surface finishes are not specified or indicated, patch holes and damaged surfaces to match adjacent finished surfaces as closely as possible.
- D. Protect existing work to remain.
  - 1. Prevent movement of structure; provide shoring and bracing if necessary.
  - 2. Perform cutting to accomplish removals neatly and as specified for cutting new work.
  - 3. Repair adjacent construction and finishes damaged during removal work.
- E. Adapt existing work to fit new work: Make as neat and smooth transition as possible.
  - 1. When existing finished surfaces are cut so that a smooth transition with new work is not possible, terminate existing surface along a straight line at a natural line of division and make recommendation to Architect.
  - 2. Where removal of partitions or walls results in adjacent spaces becoming one, rework floors, walls, and ceilings to a smooth plane without breaks, steps, or bulkheads.
  - 3. Where a change of plane of 1/4 inch or more occurs in existing work, submit recommendation for providing a smooth transition for Architect review and request instructions.
- F. Patching: Where the existing surface is not indicated to be refinished, patch to match the surface finish that existed prior to cutting. Where the surface is indicated to be refinished, patch so that the substrate is ready for the new finish.
- G. Refinish existing surfaces as indicated:

1. Where rooms or spaces are indicated to be refinished, refinish all visible existing surfaces to remain to the specified condition for each material, with a neat transition to adjacent finishes.
  2. If mechanical or electrical work is exposed accidentally during the work, re-cover and refinish to match.
- H. Clean existing systems and equipment.
- I. Remove demolition debris and abandoned items from alterations areas and dispose of off-site; do not burn or bury.
- J. Do not begin new construction in alterations areas before demolition is complete.
- K. Comply with all other applicable requirements of this section.

### **3.06 CUTTING AND PATCHING**

- A. Whenever possible, execute the work by methods that avoid cutting or patching.
- B. See Alterations article above for additional requirements.
- C. Perform whatever cutting and patching is necessary to:
1. Complete the work.
  2. Fit products together to integrate with other work.
  3. Provide openings for penetration of mechanical, electrical, and other services.
  4. Match work that has been cut to adjacent work.
  5. Repair areas adjacent to cuts to required condition.
  6. Repair new work damaged by subsequent work.
  7. Remove samples of installed work for testing when requested.
  8. Remove and replace defective and non-complying work.
- D. Execute work by methods that avoid damage to other work and that will provide appropriate surfaces to receive patching and finishing. In existing work, minimize damage and restore to original condition.
- E. Employ original installer to perform cutting for weather exposed and moisture resistant elements, and sight exposed surfaces.
- F. Cut rigid materials using masonry saw or core drill. Pneumatic tools not allowed without prior approval.
- G. Restore work with new products in accordance with requirements of Contract Documents.
- H. Fit work air tight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.
- I. Patching:
1. Finish patched surfaces to match finish that existed prior to patching. On continuous surfaces, refinish to nearest intersection or natural break. For an assembly, refinish entire unit.
  2. Match color, texture, and appearance.
  3. Repair patched surfaces that are damaged, lifted, discolored, or showing other imperfections due to patching work. If defects are due to condition of substrate, repair substrate prior to repairing finish.

### **3.07 PROGRESS CLEANING**

- A. Maintain areas free of waste materials, debris, and rubbish. Maintain site in a clean and orderly condition.
- B. Remove debris and rubbish from pipe chases, plenums, attics, crawl spaces, and other closed or remote spaces, prior to enclosing the space.
- C. Broom and vacuum clean interior areas prior to start of surface finishing, and continue cleaning to eliminate dust.
- D. Collect and remove waste materials, debris, and trash/rubbish from site periodically and dispose off-site; do not burn or bury.

### **3.08 PROTECTION OF INSTALLED WORK**

- A. Protect installed work from damage by construction operations.
- B. Provide special protection where specified in individual specification sections.
- C. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.
- D. Provide protective coverings at walls, projections, jambs, sills, and soffits of openings.
- E. Protect finished floors, stairs, and other surfaces from traffic, dirt, wear, damage, or movement of heavy objects, by protecting with durable sheet materials.
- F. Prohibit traffic or storage upon waterproofed or roofed surfaces. If traffic or activity is necessary, obtain recommendations for protection from waterproofing or roofing material manufacturer.
- G. Prohibit traffic from landscaped areas.
- H. Remove protective coverings when no longer needed; reuse or recycle coverings if possible.

### **3.09 ADJUSTING**

- A. Adjust operating products and equipment to ensure smooth and unhindered operation.

### **3.10 FINAL CLEANING**

- A. Execute final cleaning prior to Substantial Completion.
- B. Remove waste, surplus materials, trash/rubbish, and construction facilities from the site; dispose of in legal manner; do not burn or bury.

### **3.11 CLOSEOUT PROCEDURES**

- A. Make submittals that are required by governing or other authorities.
- B. Accompany Project Coordinator on preliminary inspection to determine items to be listed for completion or correction in the Contractor's Correction Punch List for Contractor's Notice of Substantial Completion.
- C. Notify Architect when work is considered ready for Architect's Substantial Completion inspection.
- D. Submit written certification containing Contractor's Correction Punch List, that Contract Documents have been reviewed, work has been inspected, and that work is complete in accordance with Contract Documents and ready for Architect's Substantial Completion inspection.
- E. Conduct Substantial Completion inspection and create Final Correction Punch List containing Architect's and Contractor's comprehensive list of items identified to be completed or corrected and submit to Architect.
- F. Correct items of work listed in Final Correction Punch List and comply with requirements for access to Owner-occupied areas.
- G. Accompany Project Coordinator on Contractor's preliminary final inspection.
- H. Notify Architect when work is considered finally complete and ready for Architect's Substantial Completion final inspection.
- I. Complete items of work determined by Architect listed in executed Certificate of Substantial Completion.

### **3.12 MAINTENANCE**

- A. Provide service and maintenance of components indicated in specification sections.
- B. Maintenance Period: As indicated in specification sections or, if not indicated, not less than one year from the Date of Substantial Completion or the length of the specified warranty, whichever is longer.

- C. Examine system components at a frequency consistent with reliable operation. Clean, adjust, and lubricate as required.
- D. Include systematic examination, adjustment, and lubrication of components. Repair or replace parts whenever required. Use parts produced by the manufacturer of the original component.
- E. Maintenance service shall not be assigned or transferred to any agent or subcontractor without prior written consent of the Owner.

**END OF SECTION**

**SECTION 01 7800  
CLOSEOUT SUBMITTALS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Project Record Documents.
- B. Operation and Maintenance Data.
- C. Warranties and bonds.

**1.02 RELATED REQUIREMENTS**

- A. General Conditions
- B. Section 01 3000 - Administrative Requirements: Submittals procedures, shop drawings, product data, and samples.
- C. Section 01 7000 - Execution and Closeout Requirements: Contract closeout procedures.
- D. Individual Product Sections: Specific requirements for operation and maintenance data.
- E. Individual Product Sections: Warranties required for specific products or Work.

**1.03 SUBMITTALS**

- A. Project Record Documents: Submit documents to Architect with claim for final Application for Payment.
- B. Operation and Maintenance Data:
  - 1. Submit two copies of preliminary draft or proposed formats and outlines of contents before start of Work. Architect will review draft and return one copy with comments.
  - 2. For equipment, or component parts of equipment put into service during construction and operated by Owner, submit completed documents within ten days after acceptance.
  - 3. Submit one copy of completed documents 15 days prior to final inspection. This copy will be reviewed and returned , with Architect comments. Revise content of all document sets as required prior to final submission.
  - 4. Submit two sets of revised final documents in final form within 10 days after final inspection.
- C. Warranties and Bonds:
  - 1. For equipment or component parts of equipment put into service during construction with Owner's permission, submit documents within 10 days after acceptance.
  - 2. Make other submittals within 10 days after Date of Substantial Completion, prior to final Application for Payment.
  - 3. For items of Work for which acceptance is delayed beyond Date of Substantial Completion, submit within 10 days after acceptance, listing the date of acceptance as the beginning of the warranty period.

**PART 2 PRODUCTS - NOT USED**

**PART 3 EXECUTION**

**3.01 PROJECT RECORD DOCUMENTS**

- A. Maintain on site one set of the following record documents; record actual revisions to the Work:
  - 1. Drawings.
  - 2. Specifications.
  - 3. Addenda.
  - 4. Change Orders and other modifications to the Contract.
  - 5. Reviewed shop drawings, product data, and samples.
  - 6. Manufacturer's instruction for assembly, installation, and adjusting.
- B. Ensure entries are complete and accurate, enabling future reference by Owner.
- C. Store record documents separate from documents used for construction.

- D. Record information concurrent with construction progress.
- E. Specifications: Legibly mark and record at each product section description of actual products installed, including the following:
  1. Manufacturer's name and product model and number.
  2. Product substitutions or alternates utilized.
  3. Changes made by Addenda and modifications.
- F. Record Drawings and Shop Drawings: Legibly mark each item to record actual construction including:
  1. Measured depths of foundations in relation to finish first floor datum.
  2. Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
  3. Measured locations of internal utilities and appurtenances concealed in construction, referenced to visible and accessible features of the Work.
  4. Field changes of dimension and detail.
  5. Details not on original Contract drawings.

### **3.02 OPERATION AND MAINTENANCE DATA**

- A. Source Data: For each product or system, list names, addresses and telephone numbers of Subcontractors and suppliers, including local source of supplies and replacement parts.
- B. Product Data: Mark each sheet to clearly identify specific products and component parts, and data applicable to installation. Delete inapplicable information.
- C. Drawings: Supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams. Do not use Project Record Documents as maintenance drawings.
- D. Typed Text: As required to supplement product data. Provide logical sequence of instructions for each procedure, incorporating manufacturer's instructions.

### **3.03 OPERATION AND MAINTENANCE DATA FOR MATERIALS AND FINISHES**

- A. For Each Product, Applied Material, and Finish:
  1. Product data, with catalog number, size, composition, and color and texture designations.
  2. Information for re-ordering custom manufactured products.
- B. Instructions for Care and Maintenance: Manufacturer's recommendations for cleaning agents and methods, precautions against detrimental cleaning agents and methods, and recommended schedule for cleaning and maintenance.
- C. Moisture protection and weather-exposed products: Include product data listing applicable reference standards, chemical composition, and details of installation. Provide recommendations for inspections, maintenance, and repair.
- D. Additional information as specified in individual product specification sections.
- E. Where additional instructions are required, beyond the manufacturer's standard printed instructions, have instructions prepared by personnel experienced in the operation and maintenance of the specific products.

### **3.04 ASSEMBLY OF OPERATION AND MAINTENANCE MANUALS**

- A. Assemble operation and maintenance data into durable manuals for Owner's personnel use, with data arranged in the same sequence as, and identified by, the specification sections.
- B. Where systems involve more than one specification section, provide separate tabbed divider for each system.
- C. In addition to one (1) hard copy of the manuals, an electronic copy (PDF file format) shall be provided. The electronic manual shall be indexed and searchable for ease of use by the owner.
- D. Binders: Commercial quality, 8-1/2 by 11 inch three D side ring binders with durable plastic covers; 2 inch maximum ring size. When multiple binders are used, correlate data into related consistent groupings.

- E. Cover: Identify each binder with typed or printed title OPERATION AND MAINTENANCE INSTRUCTIONS; identify title of Project; identify subject matter of contents.
- F. Project Directory: Title and address of Project; names, addresses, and telephone numbers of Architect, Consultants, Contractor and subcontractors, with names of responsible parties.
- G. Tables of Contents: List every item separated by a divider, using the same identification as on the divider tab; where multiple volumes are required, include all volumes Tables of Contents in each volume, with the current volume clearly identified.
- H. Dividers: Provide tabbed dividers for each separate product and system; identify the contents on the divider tab; immediately following the divider tab include a description of product and major component parts of equipment.
- I. Text: Manufacturer's printed data, or typewritten data on 20 pound paper.
- J. Drawings: Provide with reinforced punched binder tab. Bind in with text; fold larger drawings to size of text pages.
- K. Arrangement of Contents: Organize each volume in parts as follows:
  - 1. Project Directory.
  - 2. Table of Contents, of all volumes, and of this volume.
  - 3. Operation and Maintenance Data: Arranged by system, then by product category.
    - a. Source data.
    - b. Operation and maintenance data.
    - c. Field quality control data.
    - d. Photocopies of warranties and bonds.

### **3.05 WARRANTIES AND BONDS**

- A. Obtain warranties and bonds, executed in duplicate by responsible Subcontractors, suppliers, and manufacturers, within 10 days after completion of the applicable item of work. Except for items put into use with Owner's permission, leave date of beginning of time of warranty until Date of Substantial completion is determined.
- B. Verify that documents are in proper form, contain full information, and are notarized.
- C. Co-execute submittals when required.
- D. Retain warranties and bonds until time specified for submittal.
- E. Manual: Bind in commercial quality 8-1/2 by 11 inch three D side ring binders with durable plastic covers.
- F. Cover: Identify each binder with typed or printed title WARRANTIES AND BONDS, with title of Project; name, address and telephone number of Contractor and equipment supplier; and name of responsible company principal.
- G. Table of Contents: Neatly typed, in the sequence of the Table of Contents of the Project Manual, with each item identified with the number and title of the specification section in which specified, and the name of product or work item.
- H. Separate each warranty or bond with index tab sheets keyed to the Table of Contents listing. Provide full information, using separate typed sheets as necessary. List Subcontractor, supplier, and manufacturer, with name, address, and telephone number of responsible principal.

**END OF SECTION**

**SECTION 02 4100  
DEMOLITION**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

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

**1.02 RELATED REQUIREMENTS**

- A. Section 01 1000 - Summary: Limitations on Contractor's use of site and premises.
- B. Section 01 5000 - Temporary Facilities and Controls: Site fences, security, protective barriers, and waste removal.
- C. Section 01 6000 - Product Requirements: Handling and storage of items removed for salvage and relocation.
- D. Section 01 7000 - Execution and Closeout Requirements: Project conditions; protection of bench marks, survey control points, and existing construction to remain; reinstallation of removed products; temporary bracing and shoring.

**1.03 REFERENCE STANDARDS**

- A. 29 CFR 1926 - U.S. Occupational Safety and Health Standards; current edition.
- B. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2013.

**1.04 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Demolition Plan: Submit demolition plan as specified by OSHA and local authorities.
  - 1. Indicate extent of demolition, removal sequence, bracing and shoring, and location and construction of barricades and fences.
  - 2. Identify demolition firm and submit qualifications.

**PART 2 PRODUCTS -- NOT USED**

**PART 3 EXECUTION**

**3.01 SCOPE**

- A. Remove components of existing buildings as indicated on drawings.
- B. Remove other items indicated, for salvage, relocation, and recycling.
  - 1. Record all waste information (disposal, recycling, etc.) on the enclosed SWARweb form for federal records.
- C. Fill excavations, open pits, and holes in ground areas generated as result of removals, using specified fill; compact fill as required so that required rough grade elevations do not subside within one year after completion.

**3.02 GENERAL PROCEDURES AND PROJECT CONDITIONS**

- A. Comply with applicable codes and regulations for demolition operations and safety of adjacent structures and the public.
  - 1. At the end of each work day the contractor shall clean up all dust with a HEPA Vacuum. Any floor sanding or dust producing operations shall have HEPA vacuum filtration to prevent migration of dust to sensitive equipment (DOD servers).
  - 2. Obtain required permits.
  - 3. Comply with applicable requirements of NFPA 241.
  - 4. Provide, erect, and maintain temporary barriers and security devices.
  - 5. Use physical barriers to prevent access to areas that could be hazardous to workers or the public.
  - 6. Conduct operations to minimize effects on and interference with adjacent structures and occupants.



7. Do not close or obstruct roadways or sidewalks without permit.
  8. Conduct operations to minimize obstruction of public and private entrances and exits; do not obstruct required exits at any time; protect persons using entrances and exits from removal operations.
  9. Obtain written permission from owners of adjacent properties when demolition equipment will traverse, infringe upon or limit access to their property.
- B. Do not begin removal until receipt of notification to proceed from Owner.
  - C. Do not begin removal until built elements to be salvaged or relocated have been removed.
  - D. Protect existing structures and other elements that are not to be removed.
  - E. Minimize production of dust due to demolition operations; do not use water if that will result in ice, flooding, sedimentation of public waterways or storm sewers, or other pollution.
  - F. If hazardous materials are discovered during removal operations, stop work and notify Architect and Owner; hazardous materials include regulated asbestos containing materials, lead, PCB's, and mercury.
  - G. Perform demolition in a manner that maximizes salvage and recycling of materials.
    1. Dismantle existing construction and separate materials.
    2. Set aside reusable, recyclable, and salvageable materials; store and deliver to collection point or point of reuse.

### **3.03 HAZARDOUS MATERIALS**

- A. An Asbestos Report is available from the Owner or Architect.
- B. If hazardous materials are discovered during removal operations, stop work and notify Architect and Owner; hazardous materials include regulated asbestos containing materials, lead, PCB's, and mercury.

### **3.04 SELECTIVE DEMOLITION FOR ALTERATIONS**

- A. Drawings showing existing construction and utilities are based on casual field observation and existing record documents only.
  1. Verify that construction and utility arrangements are as indicated.
  2. Report discrepancies to Architect before disturbing existing installation.
  3. Beginning of demolition work constitutes acceptance of existing conditions that would be apparent upon examination prior to starting demolition.
- B. Remove existing work as indicated and as required to accomplish new work.
  1. Remove items indicated on drawings.
- C. Services (Including but not limited to HVAC, Plumbing, Fire Protection, Electrical, and Telecommunications): Remove existing systems and equipment as indicated.
  1. Maintain existing active systems that are to remain in operation; maintain access to equipment and operational components.
  2. Control dust migration to avoid damage to the fire protection system, false alarms causing disruption of productivity or damage to sensitive DOD equipment.
  3. Where existing active systems serve occupied facilities but are to be replaced with new services, maintain existing systems in service until new systems are complete and ready for service.
  4. See Section 01 1000 for other limitations on outages and required notifications.
  5. Verify that abandoned services serve only abandoned facilities before removal.
  6. Remove abandoned pipe, ducts, conduits, and equipment, including those above accessible ceilings; remove back to source of supply where possible, otherwise cap stub and tag with identification.
- D. Protect existing work to remain.
  1. Prevent movement of structure; provide shoring and bracing if necessary.
  2. Perform cutting to accomplish removals neatly and as specified for cutting new work.
  3. Repair adjacent construction and finishes damaged during removal work.
  4. Patch as specified for patching new work.

- E. Prior to removal of existing signage contractor shall photograph existing signage, print on 8-1/2x11 paper and post temporary signage with non-marring tape adjacent to each doorway.

### **3.05 DEBRIS AND WASTE REMOVAL**

- A. At the end of each work day the contractor shall clean up all dust with a HEPA Vacuum. Any floor sanding or dust producing operations shall have HEPA vacuum filtration to prevent migration of dust to sensitive equipment (DOD servers).
- B. Remove debris, junk, and trash from site daily.
- C. Leave site in clean condition, ready for subsequent work.
- D. Clean up spillage and wind-blown debris from public and private lands.

**END OF SECTION**

**SECTION 05 4000**  
**COLD-FORMED METAL FRAMING**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Formed steel stud interior wall framing.

**1.02 RELATED DOCUMENTS**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this section.

**1.03 SUMMARY**

- A. Types of cold-formed metal framing units include the following:
  1. Load-bearing non-load-bearing punched channel studs
  2. C-shaped load-bearing and non-load-bearing steel studs.
  3. C-shaped steel joists
  4. Deep leg track for exterior wall application

**1.04 SUBMITTALS**

- A. General: Submit the following in accordance with Conditions of Contract and Division 1 Specification Sections.
  1. Product data and installation instructions for each item of cold-formed metal framing and accessories.
  2. Shop drawings for special components and installations not fully dimensioned or detailed in manufacturer's product data.
    - a. Include placing drawings for framing members showing size and gage designations, number, type, location, and spacing. Indicate supplemental strapping, bracing, splices, bridging, accessories, and details required for proper installation.
- B. Manufacturer's Installation Instructions: Indicate special procedures, conditions requiring special attention .

**PART 2 PRODUCTS**

**2.01 FRAMING SYSTEM**

- A. Provide primary and secondary framing members, bridging, bracing, plates, gussets, clips, fittings, reinforcement, and fastenings as required to provide a complete framing system.

**2.02 FRAMING MATERIALS**

- A. Studs and Track: ASTM C955; studs formed to channel, C- or Sigma-shaped with punched web; U-shaped track in matching nominal width and compatible height.
  1. Gage: 18 gage unless noted otherwise on drawings.
  2. Depth: as indicated on drawings.
  3. Galvanized in accordance with ASTM A653/A653M, G90/Z275 coating.
- B. Framing Connectors: Factory-made, formed steel sheet.
  1. Material: ASTM A653/A653M SS Grade 33 and 40 (minimum), with G90/Z275 hot dipped galvanized coating for base metal thickness less than 10 gauge, 0.1345 inch, and factory punched holes and slots.
  2. Structural Performance: Maintain load and movement capacity required by applicable code, when evaluated in accordance with AISI S100-12.
  3. Fixed Connections: Provide non-movement connections for tie-down to foundation, floor-to-floor tie-down, roof-to-wall tie-down, joist hangers, gusset plates, and stiffeners.

**2.03 ACCESSORIES**

- A. Bracing, Furring, Bridging: Formed sheet steel, thickness determined for conditions encountered; finish to match framing components.

- B. Touch-Up Primer for Galvanized Surfaces: SSPC-Paint 20, Type I - Inorganic, complying with VOC limitations of authorities having jurisdiction.

#### **2.04 FASTENERS**

- A. Self-Drilling, Self-Tapping Screws, Bolts, Nuts and Washers: Hot dip galvanized per ASTM A153/A153M.
- B. Anchorage Devices: Powder actuated.
- C. Welding: In conformance with AWS D1.1/D1.1M.

### **PART 3 EXECUTION**

#### **3.01 EXAMINATION**

- A. Verify that building framing components are ready to receive work.

#### **3.02 INSTALLATION OF STUDS**

- A. Install components in accordance with manufacturers' instructions and ASTM C1007 requirements.

**END OF SECTION**

**SECTION 06 4100**  
**ARCHITECTURAL WOOD CASEWORK**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Specially fabricated cabinet units.
- B. Countertops.
- C. Hardware.

**1.02 REFERENCE STANDARDS**

- A. AWI/AWMAC/WI (AWS) - Architectural Woodwork Standards; 2014.
- B. AWI/AWMAC/WI (AWS) - Architectural Woodwork Standards; 2014.
- C. AWMAC/WI (NAAWS) - North American Architectural Woodwork Standards, U.S. Version 3.0; 2016.
- D. BHMA A156.9 - American National Standard for Cabinet Hardware; 2010.
- E. NEMA LD 3 - High-Pressure Decorative Laminates; 2005.
- F. AWI/AWMAC/WI (AWS) - Architectural Woodwork Standards; 2014.
- G. BHMA A156.9 - American National Standard for Cabinet Hardware; 2010.
- H. NEMA LD 3 - High-Pressure Decorative Laminates; 2005.

**1.03 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Shop Drawings: Indicate materials, component profiles, fastening methods, jointing details, and accessories.
- C. Product Data: Provide data for hardware accessories.
- D. Samples: Submit actual samples of architectural cabinet construction, minimum 12 inches square, illustrating proposed cabinet, countertop, and shelf unit substrate and finish.

**1.04 DELIVERY, STORAGE, AND HANDLING**

- A. Protect units from moisture damage.

**1.05 FIELD CONDITIONS**

- A. During and after installation of custom cabinets, maintain temperature and humidity conditions in building spaces at same levels planned for occupancy.

**PART 2 PRODUCTS**

**2.01 CABINETS**

- A. Quality Grade: Unless otherwise indicated provide products of quality specified by AWI//AWMAC/WI (AWS) for Custom Grade.
- B. Plastic Laminate Faced Cabinets: Custom grade.
- C. Cabinets:
  - 1. Finish - Exposed Exterior Surfaces: Decorative laminate.
  - 2. Finish - Exposed Interior Surfaces: Decorative laminate.
  - 3. Finish - Concealed Surfaces: Manufacturer's option.
  - 4. Door and Drawer Front Edge Profiles: Square edge with thin applied band.
  - 5. Casework Construction Type: Type B - Face-frame.
  - 6. Adjustable Shelf Loading: 50 lbs. per sq. ft.
  - 7. Cabinet Style: Flush overlay.
  - 8. Cabinet Doors and Drawer Fronts: Flush style.
  - 9. Drawer Construction Technique: As recommended by fabricator.

## **2.02 WOOD-BASED COMPONENTS**

- A. Wood fabricated from old growth timber is not permitted.

## **2.03 LAMINATE MATERIALS**

- A. Manufacturers:
  - 1. Formica Corporation: [www.formica.com](http://www.formica.com).
  - 2. Panolam Industries International, Inc\Nevamar: [www.nevamar.com](http://www.nevamar.com).
  - 3. Wilsonart: [www.wilsonart.com](http://www.wilsonart.com).
  - 4. Substitutions: See Section 01 6000 - Product Requirements.
- B. High Pressure Decorative Laminate (HPDL): NEMA LD 3, types as recommended for specific applications.

## **2.04 COUNTERTOPS**

- A. Plastic Laminate Countertops: Medium density fiberboard substrate covered with HPDL, conventionally fabricated and self-edge banded.

## **2.05 ACCESSORIES**

- A. Adhesive: Type recommended by fabricator to suit application.
- B. Plastic Edge Banding: Extruded PVC, convex shaped; smooth finish; self locking serrated tongue; of width to match component thickness.
  - 1. Color: As selected by Architect from manufacturer's standard range.
  - 2. Use at all exposed plywood edges.
  - 3. Use at all exposed shelf edges.
- C. Fasteners: Size and type to suit application.
- D. Bolts, Nuts, Washers, Lags, Pins, and Screws: Of size and type to suit application; galvanized or chrome-plated finish in concealed locations and stainless steel or chrome-plated finish in exposed locations.
- E. Concealed Joint Fasteners: Threaded steel.
- F. Grommets: Standard plastic, painted metal, or rubber grommets for cut-outs, in color to match adjacent surface.

## **2.06 HARDWARE**

- A. Hardware: BHMA A156.9, types as recommended by fabricator for quality grade specified.
- B. Adjustable Shelf Supports: Standard side-mounted system using multiple holes for pin supports and coordinated self rests, polished chrome finish, for nominal 1 inch spacing adjustments.
- C. Adjustable Shelf Supports: Standard back-mounted system using surface mounted metal shelf standards and coordinated cantilevered shelf brackets, satin chrome finish, for nominal 1 inch spacing adjustments.
- D. Drawer and Door Pulls: "U" shaped wire pull, steel with satin finish, 4 inch centers.
- E. Drawer Slides:
  - 1. Type: Full extension.
  - 2. Static Load Capacity: Heavy Duty grade.
  - 3. Mounting: Bottom mounted.
  - 4. Stops: Integral type.
  - 5. Features: Provide self closing/stay closed type.
- F. Hinges: European style concealed self-closing type, steel with nickel-plated finish.

## **2.07 FABRICATION**

- A. Assembly: Shop assemble cabinets for delivery to site in units easily handled and to permit passage through building openings.
- B. Edging: Fit shelves, doors, and exposed edges with specified edging. Do not use more than one piece for any single length.

- C. Fitting: When necessary to cut and fit on site, provide materials with ample allowance for cutting. Provide matching trim for scribing and site cutting.
- D. Plastic Laminate: Apply plastic laminate finish in full uninterrupted sheets consistent with manufactured sizes. Fit corners and joints hairline; secure with concealed fasteners. Slightly bevel arises. Locate counter butt joints minimum 2 feet from sink cut-outs.
- E. Mechanically fasten back splash to countertops as recommended by laminate manufacturer at 16 inches on center.
- F. Provide cutouts for plumbing fixtures. Verify locations of cutouts from on-site dimensions. Prime paint cut edges.

## **2.08 SHOP FINISHING**

- A. For opaque finishes, apply wood filler in exposed nail and screw indentations and sand smooth.
- B. On items to receive transparent finishes, use wood filler matching or blending with surrounding surfaces and of types recommended for applied finishes.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION**

- A. Verify adequacy of backing and support framing.
- B. Verify location and sizes of utility rough-in associated with work of this section.

### **3.02 INSTALLATION**

- A. Install work in accordance with AWI/AWMAC/WI (AWS) or AWMAC/WI (NAAWS) requirements for grade indicated.
- B. Set and secure custom cabinets in place, assuring that they are rigid, plumb, and level.
- C. Use concealed joint fasteners to align and secure adjoining cabinet units.
- D. Secure cabinets to floor using appropriate angles and anchorages.
- E. Countersink anchorage devices at exposed locations. Conceal with solid wood plugs of species to match surrounding wood; finish flush with surrounding surfaces.

### **3.03 ADJUSTING**

- A. Adjust installed work.
- B. Adjust moving or operating parts to function smoothly and correctly.

### **3.04 CLEANING**

- A. Clean casework, counters, shelves, hardware, fittings, and fixtures.

**END OF SECTION**

**SECTION 07 5300**  
**ELASTOMERIC MEMBRANE ROOFING**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Elastomeric roofing membrane, ballasted conventional, ballasted protected membrane, and mechanically fastened conventional application.
- B. Insulation, flat and tapered.
- C. Vapor retarder.
- D. Deck sheathing.
- E. Roofing cant strips, stack boots, roofing expansion joints, and walkway pads.

**1.02 REFERENCE STANDARDS**

- A. ASTM C1177/C1177M - Standard Specification for Glass Mat Gypsum Substrate for Use as Sheathing; 2013.
- B. ASTM D4637/D4637M - Standard Specification for EPDM Sheet Used in Single-Ply Roof Membrane; 2013.

**PART 2 PRODUCTS**

**2.01 MANUFACTURERS**

- A. EPDM Membrane Roofing:
  - 1. Carlisle Roofing Systems, Inc; Sure-Seal EPDM: [www.carlisle-syntec.com/#sle](http://www.carlisle-syntec.com/#sle).
  - 2. Firestone Building Products: [www.firestonebpco.com/#sle](http://www.firestonebpco.com/#sle).
  - 3. GenFlex Roofing Systems, LLC: [www.genflex.com/#sle](http://www.genflex.com/#sle).
  - 4. Versico Roofing Systems; VersiGard EPDM: [www.versico.com/#sle](http://www.versico.com/#sle).

**2.02 ROOFING - UNBALLASTED APPLICATIONS**

- A. Elastomeric Membrane Roofing: One ply membrane, mechanically fastened.

**2.03 ROOFING MEMBRANE AND ASSOCIATED MATERIALS**

- A. Membrane: Ethylene-propylene-diene-monomer (EPDM); externally reinforced with fabric; complying with minimum properties of ASTM D4637/D4637M.
  - 1. Thickness: 45 mil, 0.045 inch.
  - 2. Sheet Width: 76 inches, maximum; factory fabricate into widest possible sheets.
- B. Seaming Materials: As recommended by membrane manufacturer.
- C. Membrane Fasteners: As recommended by and approved by membrane manufacturer.
- D. Flexible Flashing Material: Same material as membrane.

**2.04 DECK SHEATHING**

- A. Deck Sheathing: Glass-mat faced gypsum panels complying with ASTM C1177/C1177M.
  - 1. Thickness: 1/2 inch, fire-resistant.
  - 2. Manufacturers:
    - a. Georgia-Pacific; DensDeck Prime with EONIC Technology: [www.densdeck.com/#sle](http://www.densdeck.com/#sle).
    - b. Substitutions: See Section 01 6000 - Product Requirements.

**2.05 ACCESSORIES**

- A. Stack Boots: Prefabricated flexible boot and collar for pipe stacks through membrane; same material as membrane.
- B. Cant and Edge Strips: Wood fiberboard, compatible with roofing materials; cants formed to 45 degree angle.
- C. Membrane Adhesive: As recommended by membrane manufacturer.
- D. Sealants: As recommended by membrane manufacturer.



- E. Walkway Pads: Suitable for maintenance traffic, contrasting color or otherwise visually distinctive from roof membrane.
  - 1. Composition: Roofing membrane manufacturer's standard.
  - 2. Size: 18 by 18 inches.
  - 3. Surface Color: White or yellow.

### **PART 3 EXECUTION**

#### **3.01 EXAMINATION**

- A. Verify that surfaces and site conditions are ready to receive work.
- B. Verify deck is supported and secure.
- C. Verify deck is clean and smooth, flat, free of depressions, waves, or projections, properly sloped and suitable for installation of roof system.
- D. Verify deck surfaces are dry and free of snow or ice.
- E. Verify that roof openings, curbs, and penetrations through roof are solidly set, and cant strips are in place.

#### **3.02 PREPARATION - WOOD DECK**

- A. Verify flatness and tightness of joints in wood decking; fill knot holes with latex filler.

#### **3.03 INSTALLATION - MEMBRANE**

- A. Roll out membrane, free from wrinkles or tears. Place sheet into place without stretching.
- B. Shingle joints on sloped substrate in direction of drainage.
- C. Overlap edges and ends and seal seams by contact adhesive, minimum 3 inches. Seal permanently waterproof. Apply uniform bead of sealant to joint edge.
- D. Mechanical Attachment: Install membrane and mechanical attachment devices in accordance with manufacturer's instructions.
- E. At intersections with vertical surfaces:
  - 1. Extend membrane over cant strips and up a minimum of 4 inches onto vertical surfaces.
  - 2. Fully adhere flexible flashing over membrane and up to nailing strips.
- F. Around roof penetrations, seal flanges and flashings with flexible flashing.
- G. Coordinate installation of roof drains and sumps and related flashings.

#### **3.04 CLEANING**

- A. See Section 01 7000 - Execution and Closeout Requirements for additional requirements.
- B. Remove bituminous markings from finished surfaces.
- C. In areas where finished surfaces are soiled by work of this section, consult manufacturer of surfaces for cleaning advice and comply with their documented instructions.
- D. Repair or replace defaced or damaged finishes caused by work of this section.

#### **3.05 PROTECTION**

- A. Protect installed roofing and flashings from construction operations.
- B. Where traffic must continue over finished roof membrane, protect surfaces using durable materials.

**END OF SECTION**

**SECTION 07 6200**  
**SHEET METAL FLASHING AND TRIM**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Fabricated sheet metal items, including flashings, counterflashings, and other items indicated on drawings.
- B. Sealants for joints within sheet metal fabrications.

**1.02 RELATED REQUIREMENTS**

- A. Section 07 9200 - Joint Sealants: Sealing non-lap joints between sheet metal fabrications and adjacent construction.

**1.03 REFERENCE STANDARDS**

- A. AAMA 2605 - Voluntary Specification, Performance Requirements and Test Procedures for Superior Performing Organic Coatings on Aluminum Extrusions and Panels; 2013.
- B. ASTM A653/A653M - Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process; 2015.
- C. ASTM C920 - Standard Specification for Elastomeric Joint Sealants; 2014.
- D. ASTM D4586/D4586M - Standard Specification for Asphalt Roof Cement, Asbestos-Free; 2007 (Reapproved 2012).
- E. CDA A4050 - Copper in Architecture - Handbook; current edition.
- F. SMACNA (ASMM) - Architectural Sheet Metal Manual; 2012.

**1.04 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Shop Drawings: Indicate material profile, jointing pattern, jointing details, fastening methods, flashings, terminations, and installation details.

**1.05 QUALITY ASSURANCE**

- A. Perform work in accordance with SMACNA (ASMM) and CDA A4050 requirements and standard details, except as otherwise indicated.
- B. Maintain one copy of each document on site.

**1.06 DELIVERY, STORAGE, AND HANDLING**

- A. Stack material to prevent twisting, bending, and abrasion, and to provide ventilation. Slope metal sheets to ensure drainage.
- B. Prevent contact with materials that could cause discoloration or staining.

**PART 2 PRODUCTS**

**2.01 SHEET MATERIALS**

- A. Pre-Finished Galvanized Steel: ASTM A653/A653M, with G90/Z275 zinc coating; minimum 24 gauge, (0.0239) inch thick base metal, shop pre-coated with PVDF coating.
  - 1. PVDF (Polyvinylidene Fluoride) Coating: Superior Performance Organic Finish, AAMA 2605; multiple coat, thermally cured fluoropolymer finish system.
  - 2. Color: Match adjacent finishes As shown on drawings.

**2.02 ACCESSORIES**

- A. Fasteners: Galvanized steel, with soft neoprene washers.
- B. Primer: Zinc chromate type.
- C. Protective Backing Paint: Zinc molybdate alkyd.
- D. Sealant to be Concealed in Completed Work: Non-curing butyl sealant.

- E. Sealant to be Exposed in Completed Work: ASTM C920; elastomeric sealant, 100 percent silicone with minimum movement capability of plus/minus 25 percent and recommended by manufacturer for substrates to be sealed; clear.
- F. Plastic Cement: ASTM D4586, Type I.

### **2.03 FABRICATION**

- A. Form sections true to shape, accurate in size, square, and free from distortion or defects.
- B. Form pieces in longest possible lengths.
- C. Hem exposed edges on underside 1/2 inch; miter and seam corners.
- D. Form material with flat lock seams, except where otherwise indicated; at moving joints, use sealed lapped, bayonet-type or interlocking hooked seams.
- E. Fabricate corners from one piece with minimum 18 inch long legs; seam for rigidity, seal with sealant.
- F. Fabricate vertical faces with bottom edge formed outward 1/4 inch and hemmed to form drip.

### **2.04 ACCESSORIES**

- A. Fasteners: Galvanized steel, with soft neoprene washers.
- B. Primer: Zinc chromate type.
- C. Concealed Sealants: Non-curing butyl sealant.
- D. Exposed Sealants: ASTM C920; elastomeric sealant, with minimum movement capability as recommended by manufacturer for substrates to be sealed; color to match adjacent material.
- E. Plastic Cement: ASTM D4586/D4586M, Type I.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION**

- A. Verify roof openings, curbs, pipes, sleeves, ducts, and vents through roof are solidly set, reglets in place, and nailing strips located.
- B. Verify roofing termination and base flashings are in place, sealed, and secure.

### **3.02 PREPARATION**

- A. Install starter and edge strips, and cleats before starting installation.
- B. Back paint concealed metal surfaces with protective backing paint to a minimum dry film thickness of 15 mil.

### **3.03 INSTALLATION**

- A. Secure flashings in place using concealed fasteners, and use exposed fasteners only where permitted..
- B. Apply plastic cement compound between metal flashings and felt flashings.
- C. Fit flashings tight in place; make corners square, surfaces true and straight in planes, and lines accurate to profiles.
- D. Seal metal joints watertight.

### **3.04 FIELD QUALITY CONTROL**

- A. See Section 01 4000 - Quality Requirements, for field inspection requirements.
- B. Inspection will involve surveillance of work during installation to ascertain compliance with specified requirements.

**END OF SECTION**

**SECTION 07 9200  
JOINT SEALANTS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

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

**1.02 REFERENCE STANDARDS**

- A. ASTM C794 - Standard Test Method for Adhesion-In-Peel of Elastomeric Joint Sealants; 2015.
- B. ASTM C920 - Standard Specification for Elastomeric Joint Sealants; 2014.
- C. ASTM C1087 - Standard Test Method for Determining Compatibility of Liquid-Applied Sealants with Accessories Used in Structural Glazing Systems; 2000 (Reapproved 2011).
- D. ASTM C1193 - Standard Guide for Use of Joint Sealants; 2013.
- E. ASTM C1248 - Standard Test Method for Staining of Porous Substrate by Joint Sealants; 2008 (Reapproved 2012).
- F. ASTM C1311 - Standard Specification for Solvent Release Sealants; 2014.
- G. ASTM C1330 - Standard Specification for Cylindrical Sealant Backing for Use with Cold Liquid-Applied Sealants; 2002 (Reapproved 2013).

**1.03 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Product Data for Sealants: Submit manufacturer's technical data sheets for each product to be used, that includes the following.
  - 1. Physical characteristics, including movement capability, VOC content, hardness, cure time, and color availability.
  - 2. List of backing materials approved for use with the specific product.
  - 3. Substrates that product is known to satisfactorily adhere to and with which it is compatible.
  - 4. Substrates the product should not be used on.
  - 5. Sample product warranty.
  - 6. Certification by manufacturer indicating that product complies with specification requirements.
- C. Color Cards for Selection: Where sealant color is not specified, submit manufacturer's color cards showing standard colors available for selection.
- D. Preconstruction Laboratory Test Reports: Submit at least four weeks prior to start of installation.

**1.04 QUALITY ASSURANCE**

- A. Preconstruction Laboratory Testing: Arrange for sealant manufacturer(s) to test each combination of sealant, substrate, backing, and accessories.
  - 1. Adhesion Testing: In accordance with ASTM C794.
  - 2. Compatibility Testing: In accordance with ASTM C1087.
  - 3. Allow sufficient time for testing to avoid delaying the work.
  - 4. Deliver to manufacturer sufficient samples for testing.
  - 5. Report manufacturer's recommended corrective measures, if any, including primers or techniques not indicated in product data submittals.
  - 6. Testing is not required if sealant manufacturer provides data showing previous testing, not older than 24 months, that shows satisfactory adhesion, lack of staining, and compatibility.

**1.05 WARRANTY**

- A. See Section 01 7800 - Closeout Submittals, for additional warranty requirements.
- B. Correct defective work within a five year period after Date of Substantial Completion.

- C. Warranty: Include coverage for installed sealants and accessories that fail to achieve watertight seal , exhibit loss of adhesion or cohesion, or do not cure.

## **PART 2 PRODUCTS**

### **2.01 MANUFACTURERS**

- A. Non-Sag Sealants: Permits application in joints on vertical surfaces without sagging or slumping.
  - 1. BASF Construction Chemicals-Building Systems: [www.buildingsystems.basf.com/#sle](http://www.buildingsystems.basf.com/#sle).
  - 2. Bostik Inc: [www.bostik-us.com/#sle](http://www.bostik-us.com/#sle).
  - 3. Sherwin-Williams Company: [www.sherwin-williams.com/#sle](http://www.sherwin-williams.com/#sle).
  - 4. Sika Corporation: [www.usa-sika.com/#sle](http://www.usa-sika.com/#sle).
  - 5. Substitutions: See Section 01 6000 - Product Requirements.

### **2.02 JOINT SEALANT APPLICATIONS**

- A. Scope:
  - 1. Exterior Joints: Seal open joints, whether or not the joint is indicated on drawings, unless specifically indicated not to be sealed. Exterior joints to be sealed include, but are not limited to, the following items.
    - a. Wall expansion and control joints.
    - b. Joints between door, window, and other frames and adjacent construction.
    - c. Joints between different exposed materials.
    - d. Other joints indicated below.
  - 2. Do not seal the following types of joints.
    - a. Joints indicated to be treated with manufactured expansion joint cover or some other type of sealing device.
    - b. Joints where sealant is specified to be provided by manufacturer of product to be sealed.
    - c. Joints where installation of sealant is specified in another section.
    - d. Joints between suspended panel ceilings/grid and walls.
- B. Exterior Joints: Use nonsag non-staining silicone sealant, unless otherwise indicated.
  - 1. Lap Joints in Sheet Metal Fabrications: Butyl rubber, non-curing.
  - 2. Lap Joints between Manufactured Metal Panels: Butyl rubber, non-curing.

### **2.03 JOINT SEALANTS - GENERAL**

- A. Colors: Selected by Architect from manufacturer's full color range.

### **2.04 NONSAG JOINT SEALANTS**

- A. Non-Staining Silicone Sealant: ASTM C920, Grade NS, Uses M and A; not expected to withstand continuous water immersion or traffic.
  - 1. Movement Capability: Plus 100 percent and minus 50 percent, minimum.
  - 2. Non-Staining To Porous Stone: Non-staining to light-colored natural stone when tested in accordance with ASTM C1248.
  - 3. Dirt Pick-Up: Reduced dirt pick-up compared to other silicone sealants.
  - 4. Color: To be selected by Architect from manufacturer's standard range.
  - 5. Service Temperature Range: Minus 20 to 180 degrees F.
- B. Non-Curing Butyl Sealant: Solvent-based; ASTM C1311; single component, nonsag, non-skinning, non-hardening, non-bleeding; vapor-impermeable; intended for fully concealed applications.

### **2.05 ACCESSORIES**

- A. Backer Rod: Cylindrical cellular foam rod with surface that sealant will not adhere to, compatible with specific sealant used, and recommended by backing and sealant manufacturers for specific application.
  - 1. Type for Joints Not Subject to Pedestrian or Vehicular Traffic: ASTM C1330; Type O - Open Cell Polyurethane.

2. Type for Joints Subject to Pedestrian or Vehicular Traffic: ASTM C1330; Type B - Bi-Cellular Polyethylene.
  3. Open Cell: 40 to 50 percent larger in diameter than joint width.
  4. Closed Cell and Bi-Cellular: 25 to 33 percent larger in diameter than joint width.
- B. Backing Tape: Self-adhesive polyethylene tape with surface that sealant will not adhere to and recommended by tape and sealant manufacturers for specific application.
  - C. Primers: Type recommended by sealant manufacturer to suit application; non-staining.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION**

- A. Verify that joints are ready to receive work.
- B. Verify that backing materials are compatible with sealants.
- C. Verify that backer rods are of the correct size.

### **3.02 PREPARATION**

- A. Remove loose materials and foreign matter that could impair adhesion of sealant.
- B. Clean joints, and prime as necessary, in accordance with manufacturer's instructions.
- C. Perform preparation in accordance with manufacturer's instructions and ASTM C1193.
- D. Mask elements and surfaces adjacent to joints from damage and disfigurement due to sealant work; be aware that sealant drips and smears may not be completely removable.
- E. Concrete Floor Joints That Will Be Exposed in Completed Work: Test joint filler in inconspicuous area to verify that it does not stain or discolor slab.

### **3.03 INSTALLATION**

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

### **3.04 POST-OCCUPANCY**

- A. Post-Occupancy Inspection: Perform visual inspection of entire length of project sealant joints at a time that joints have opened to their greatest width; i.e. at low temperature in thermal cycle. Report failures immediately and repair.

**END OF SECTION**

**SECTION 08 1213  
HOLLOW METAL FRAMES**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Non-fire-rated hollow metal frames for non-hollow metal doors.

**1.02 RELATED REQUIREMENTS**

- A. Section 08 1416 - Flush Wood Doors: Non-hollow metal door for hollow metal frames.
- B. Section 08 7100 - Door Hardware: Hardware, silencers, and weatherstripping.

**1.03 REFERENCE STANDARDS**

- A. ADA Standards - Americans with Disabilities Act (ADA) Standards for Accessible Design; 2010.
- B. ANSI/SDI A250.4 - Test Procedure and Acceptance Criteria for Physical Endurance for Steel Doors, Frames and Frame Anchors; 2011.
- C. ANSI/SDI A250.8 - Specifications for Standard Steel Doors and Frames (SDI-100); 2014.
- D. ANSI/SDI A250.10 - Test Procedure and Acceptance Criteria for Prime Painted Steel Surfaces for Steel Doors and Frames; 2011.
- E. ASTM A653/A653M - Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process; 2015.
- F. ASTM A1008/A1008M - Standard Specification for Steel, Sheet, Cold-Rolled, Carbon, Structural, High-Strength Low-Alloy, High-Strength Low-Alloy with Improved Formability, Solution Hardened, and Bake Hardenable; 2015.
- G. ASTM A1011/A1011M - Standard Specification for Steel, Sheet and Strip, Hot-Rolled, Carbon, Structural, High-Strength Low-Alloy, High-Strength Low-Alloy with Improved Formability, and Ultra-High Strength; 2014.
- H. BHMA A156.115 - American National Standard for Hardware Preparation in Steel Doors and Steel Frames; 2014.
- I. ICC A117.1 - Accessible and Usable Buildings and Facilities; 2009.
- J. NAAMM HMMA 830 - Hardware Selection for Hollow Metal Doors and Frames; 2002.
- K. NAAMM HMMA 831 - Hardware Locations for Hollow Metal Doors and Frames; 2011.
- L. NAAMM HMMA 840 - Guide Specifications for Installation and Storage of Hollow Metal Doors and Frames; 2007.

**1.04 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements for submittal procedures.
- B. Product Data: Materials and details of design and construction, hardware locations, reinforcement type and locations, anchorage and fastening methods, and finishes; and one copy of referenced grade standard.
- C. Shop Drawings: Details of each opening, showing elevations, glazing, frame profiles, and identifying location of different finishes, if any.
- D. Manufacturer's Qualification Statement.

**1.05 QUALITY ASSURANCE**

- A. Manufacturer Qualifications: Provide hollow metal frames from SDI Certified manufacturer: [www.steeldoor.org/sdicertified.php](http://www.steeldoor.org/sdicertified.php).

**1.06 DELIVERY, STORAGE, AND HANDLING**

- A. Store in accordance with applicable requirements and in compliance with standards and/or custom guidelines as indicated.
- B. Protect with resilient packaging; avoid humidity build-up under coverings; prevent corrosion.

## **PART 2 PRODUCTS**

### **2.01 MANUFACTURERS**

- A. Hollow Metal Frames with Integral Casings:
  - 1. Ceco Door, an Assa Abloy Group company: [www.assaabloydss.com/#sle](http://www.assaabloydss.com/#sle).
  - 2. Curries, an Assa Abloy Group company: [www.assaabloydss.com/#sle](http://www.assaabloydss.com/#sle).
  - 3. Republic Doors, an Allegion brand: [www.republicdoor.com/#sle](http://www.republicdoor.com/#sle).
  - 4. Steelcraft, an Allegion brand: [www.allegion.com/#sle](http://www.allegion.com/#sle).
  - 5. Substitutions: See Section 01 6000 - Product Requirements.

### **2.02 PERFORMANCE REQUIREMENTS**

- A. Door Frame Type: Provide hollow metal door frames with integral casings.
- B. Steel Sheet: Comply with one or more of the following requirements; galvanized steel complying with ASTM A653/A653M, cold-rolled steel complying with ASTM A1008/A1008M, or hot-rolled pickled and oiled (HRPO) steel complying with ASTM A1011/A1011M, commercial steel (CS) Type B, for each.
- C. Accessibility: Comply with ICC A117.1 and ADA Standards.
- D. Combined Requirements: If a particular door and frame unit is indicated to comply with more than one type of requirement, comply with the specified requirements for each type; for instance, an exterior frame that is also indicated as being sound-rated must comply with the requirements specified for exterior frames and for sound-rated frames; where two requirements conflict, comply with the most stringent.
- E. Hardware Preparations, Selections and Locations: Comply with BHMA A156.115, NAAMM HMMA 830, NAAMM HMMA 831 or ANSI/SDI A250.8 (SDI-100) in accordance with specified requirements.

### **2.03 HOLLOW METAL DOOR FRAMES WITH INTEGRAL CASINGS**

- A. Interior Door Frames, Non-Fire Rated: Knock-down type.
  - 1. Based on SDI Standards: ANSI/SDI A250.8 (SDI-100).
    - a. Level 2 - Heavy-duty.
    - b. Physical Performance Level B, 500,000 cycles; in accordance with ANSI/SDI A250.4.
    - c. Frame Metal Thickness: 16 gauge, 0.053 inch, minimum.
    - d. Zinc Coating: Manufacturer's standard coating thickness; ASTM A653/A653M.

### **2.04 FINISHES**

- A. Primer: Rust-inhibiting, complying with ANSI/SDI A250.10, door manufacturer's standard.

### **2.05 ACCESSORIES**

- A. Silencers: Resilient rubber, fitted into drilled hole; provide three on strike side of single door, three on center mullion of pairs, and two on head of pairs without center mullions.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION**

- A. Verify existing conditions before starting work.
- B. Verify that opening sizes and tolerances are acceptable.
- C. Verify that finished walls are in plane to ensure proper door alignment.

### **3.02 INSTALLATION**

- A. Install frames in accordance with manufacturer's instructions and related requirements of specified frame standards or custom guidelines indicated.
- B. Coordinate frame anchor placement with wall construction.
- C. Install door hardware as specified in Section 08 7100.

**END OF SECTION**





**SECTION 08 1416  
FLUSH WOOD DOORS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Flush wood doors; flush and flush glazed configuration; non-rated.

**1.02 RELATED REQUIREMENTS**

- A. Section 08 1213 - Hollow Metal Frames.

**1.03 REFERENCE STANDARDS**

**1.04 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements for submittal procedures.
- B. Product Data: Indicate door core materials and construction; veneer species, type and characteristics.
- C. Shop Drawings: Show doors and frames, elevations, sizes, types, swings, undercuts, beveling, blocking for hardware, factory machining, factory finishing, cutouts for glazing and other details.
- D. Samples: Submit two samples of door veneer, 4 by 4 inches in size illustrating wood grain, stain color, and sheen.
- E. Warranty, executed in Owner's name.

**1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Package, deliver and store doors in accordance with specified quality standard.
- B. Accept doors on site in manufacturer's packaging, and inspect for damage.
- C. Protect doors with resilient packaging sealed with heat shrunk plastic; do not store in damp or wet areas or areas where sunlight might bleach veneer; seal top and bottom edges with tinted sealer if stored more than one week, and break seal on site to permit ventilation.

**1.06 WARRANTY**

- A. See Section 01 7800 - Closeout Submittals for additional warranty requirements.
- B. Interior Doors: Provide manufacturer's warranty for the life of the installation.
- C. Include coverage for delamination of veneer, warping beyond specified installation tolerances, defective materials, and telegraphing core construction.

**PART 2 PRODUCTS**

**2.01 MANUFACTURERS**

- A. Wood Veneer Faced Doors:
  - 1. Haley Brothers: [www.haleybros.com/#sle](http://www.haleybros.com/#sle).
  - 2. Oregon Door: [www.oregondoor.com/#sle](http://www.oregondoor.com/#sle).
  - 3. VT Industries, Inc: [www.vtindustries.com/#sle](http://www.vtindustries.com/#sle).
  - 4. Substitutions: See Section 01 6000 - Product Requirements.

**2.02 DOORS AND PANELS**

- A. Doors: See drawings for locations and additional requirements.
  - 1. Wood Veneer Faced Doors: 5-ply unless otherwise indicated.
- B. Interior Doors: 1-3/4 inches thick unless otherwise indicated; flush construction.
  - 1. Provide solid core doors at each location.
  - 2. Wood veneer facing with factory transparent finish.

**2.03 DOOR AND PANEL CORES**

- A. Non-Rated Solid Core and 20 Minute Rated Doors: Type particleboard core (PC), plies and faces as indicated.

## **2.04 DOOR FACINGS**

- A. Veneer Facing for Transparent Finish: White birch, veneer grade in accordance with quality standard indicated, plain sliced (flat cut), with book match between leaves of veneer, running match of spliced veneer leaves assembled on door or panel face.
  - 1. **Match veneer species to existing doors.**

## **2.05 DOOR CONSTRUCTION**

- A. Fabricate doors in accordance with door quality standard specified.
- B. Cores Constructed with stiles and rails:
- C. Factory machine doors for hardware other than surface-mounted hardware, in accordance with hardware requirements and dimensions.
- D. Factory fit doors for frame opening dimensions identified on shop drawings, with edge clearances in accordance with specified quality standard.
- E. Provide edge clearances in accordance with the quality standard specified.

## **2.06 FINISHES - WOOD VENEER DOORS**

- A. Factory finish doors in accordance with approved sample.
  - 1. Submit samples to verify match to existing doors.

## **2.07 ACCESSORIES**

- A. Hollow Metal Door Frames: See Section 08 1213.
- B. Door Window Frames: Door window frames with glazing securely fastened within door opening.
  - 1. Size: As indicated on drawings.
  - 2. Frame Material: 18 gauge, 0.0478 inch, galvanized steel.
  - 3. Metal Finish: Gray polyester powder coating.
  - 4. Glazing: 1/4 inch thick, tempered glass, in compliance with requirements of authorities having jurisdiction.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION**

- A. Verify existing conditions before starting work.
- B. Verify that opening sizes and tolerances are acceptable.
- C. Do not install doors in frame openings that are not plumb or are out-of-tolerance for size or alignment.

### **3.02 INSTALLATION**

- A. Install doors in accordance with manufacturer's instructions and specified quality standard.
- B. Factory-Finished Doors: Do not field cut or trim; if fit or clearance is not correct, replace door.
- C. Use machine tools to cut or drill for hardware.
- D. Coordinate installation of doors with installation of frames and hardware.

### **3.03 ADJUSTING**

- A. Adjust doors for smooth and balanced door movement.
- B. Adjust closers for full closure.

**END OF SECTION**

**SECTION 08 5200**  
**WOOD WINDOWS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Factory fabricated wood windows.
- B. Glazing.
- C. Operating hardware.
- D. Insect screens.
- E. Wood trim for exterior finishing.

**1.02 RELATED REQUIREMENTS**

- A. Section 07 9200 - Joint Sealants: Sealing joints between frames and adjacent construction.

**1.03 REFERENCE STANDARDS**

- A. AAMA/WDMA/CSA 101/I.S.2/A440 - North American Fenestration Standard/Specification for windows, doors, and skylights; 2011.

**1.04 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements for submittal procedures.
- B. Product Data: Show component dimensions, anchorage and fasteners, glass, and internal drainage details.
- C. Shop Drawings: Indicate opening dimensions, framed opening tolerances, affected related work, and installation requirements.
- D. Warranty Documentation: Submit manufacturer warranty and ensure that forms have been completed in Owner's name and registered with manufacturer.

**1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Protect factory finished surfaces with wrapping. Do not use adhesive papers or sprayed coatings that bond when exposed to sunlight or weather.

**1.06 FIELD CONDITIONS**

- A. Do not install sealants when ambient temperature is less than 40 degrees F.

**1.07 WARRANTY**

- A. See Section 01 7800 - Closeout Submittals for additional warranty requirements.
- B. Provide five year manufacturer warranty for insulated glass units from seal failure, interpane dusting or misting, and replacement of same.
- C. Warranty: Include coverage for the following:
  - 1. Degradation of color finish.
  - 2. Delamination or separation of finish cladding from window member.

**PART 2 PRODUCTS**

**2.01 MANUFACTURERS**

- A. Aluminum Clad Wood Windows:
  - 1. Andersen Windows, Inc; E-Series Casement Windows: [www.andersenwindows.com/#sle](http://www.andersenwindows.com/#sle).
  - 2. Pella Corporation; Architect Series Reserve: [www.pellacommercial.com/#sle](http://www.pellacommercial.com/#sle).
  - 3. Weather Shield Manufacturing, Inc; Premium Series Double Hung Windows: [www.weathershield.com/#sle](http://www.weathershield.com/#sle).
  - 4. Substitutions: See Section 01 6000 - Product Requirements.

**2.02 WOOD WINDOWS**

- A. Wood Windows: Wood frame and sash, factory fabricated and assembled.
  - 1. Exterior Finish: Metal clad, painted.

2. Interior Finish: Primed.
3. Color: As selected by Architect from manufacturer's standard range.
4. Configuration: As indicated on drawings.
5. Window Product Types: C - Casement window, in accordance with AAMA/WDMA/CSA 101/I.S.2/A440.
6. Factory glazed; dry glazing method.
7. Wood Species: Clear pine, preservative treated using treatment type suitable for required finish.
8. Frame and Sash Members: Mortise and tenon joints. Glue and steel pin joints to hairline fit, weather tight.
9. Metal Cladding: Formed aluminum, factory finished, factory fit to profile of wood members.
10. Weather Stop Flange: Continuous at perimeter of unit.
11. Clearances and Shim Spacing: Minimum required for installation and dynamic movement of perimeter seal.
12. Fasteners: Concealed from view.
13. Internal Drainage of Glazing Spaces to Exterior: Weep holes.
14. Insect Screen: Locate on inside of windows.
15. Operable Units: Double weatherstripped.

### **2.03 COMPONENTS**

- A. Glazing: Double glazed, clear, Low-E coated, argon filled, with glass thicknesses as recommended by manufacturer for specified wind conditions.
- B. Sills: Extruded aluminum, with 3/4 inch nominal thickness; sloped for positive drainage; fits under sash and projects at least 1/2 inch beyond exterior face of wall; single piece full width of opening.
- C. Insect Screens: Extruded aluminum frame with mitered and reinforced corners; screen mesh taut and secure to frame; secured to window with adjustable supports allowing screen removal without use of tools.
  1. Supports: Spring-loaded steel pins; four per screen unit.
  2. Screen Mesh: Vinyl-coated fiberglass, window manufacturer's standard mesh.
  3. Frame Finish: Baked enamel, color to match window interior color.
- D. Operable Sash Weatherstripping: Wool pile; permanently resilient, profiled to effect weather seal.
- E. Fasteners: Stainless steel.
- F. Sealant and Backing Materials: See Section 07 9200 of types as indicated.
- G. Flashing: Provide related flashings, with necessary anchors and attachment devices.
- H. Sealant for Setting Sills, Stools, Aprons, and Sill Flashing: Non-curing butyl type.

### **2.04 PERFORMANCE REQUIREMENTS**

- A. Comply with AAMA/WDMA/CSA 101/I.S.2/A440 requirements for the specific window type in accordance with the following:
  1. Performance Class (PC): R.

### **2.05 HARDWARE**

- A. Sash lock: Lever handle with cam lock.
- B. Operator: Lever action handle fitted to projecting sash arms with limit stops; baked enamel finish.

## **PART 3 EXECUTION**

### **3.01 INSTALLATION**

- A. Attach window frame and shims to perimeter opening to accommodate construction tolerances and other irregularities.

- B. Align window plumb and level, free of warp or twist. Maintain dimensional tolerances and alignment with adjacent work.
- C. Provide thermal isolation where components penetrate or disrupt building insulation. Pack fibrous insulation in shim spaces at perimeter of assembly to maintain continuity of thermal barrier.

**3.02 ADJUSTING**

- A. Adjust hardware for smooth operation and secure weathertight closure.

**3.03 CLEANING**

- A. Remove protective material from factory finished surfaces.
- B. Wash surfaces by method recommended and acceptable to window manufacturer; rinse and wipe surfaces clean.

**END OF SECTION**

**SECTION 08 7100  
DOOR HARDWARE**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Hardware for wood doors.

**1.02 RELATED REQUIREMENTS**

- A. Section 08 1213 - Hollow Metal Frames.
- B. Section 08 1416 - Flush Wood Doors.

**1.03 REFERENCE STANDARDS**

- A. NFPA 80 - Standard for Fire Doors and Other Opening Protectives; 2016.
- B. UL (DIR) - Online Certifications Directory; current listings at database.ul.com.

**1.04 ADMINISTRATIVE REQUIREMENTS**

- A. Coordinate the manufacture, fabrication, and installation of products that door hardware will be installed upon.
- B. Furnish templates for door and frame preparation to manufacturers and fabricators of products requiring internal reinforcement for door hardware.

**1.05 SUBMITTALS**

- A. Product Data: Manufacturer's catalog literature for each type of hardware, marked to clearly show products to be furnished for this project.
- B. Hardware Schedule: Detailed listing of each item of hardware to be installed on each door. Use door numbering scheme as included in the Contract Documents. Identify electrically operated items and include power requirements.
- C. Keying Schedule: Submit for approval of Owner.

**PART 2 PRODUCTS**

**2.01 MANUFACTURERS**

- A. Allegion Brands; Ives, LCN, Schlage, Steelcraft, or Von Duprin: [www.allegion.com/us](http://www.allegion.com/us).

**2.02 DOOR HARDWARE - GENERAL**

- A. Provide hardware specified or required to make doors fully functional, compliant with applicable codes, and secure to the extent indicated.
- B. Provide items of a single type of the same model by the same manufacturer.
- C. Provide products that comply with the following:
  - 1. Applicable provisions of federal, state, and local codes.
  - 2. Fire-Rated Doors: NFPA 80.
  - 3. Hardware on Fire-Rated Doors, Except Hinges: Listed and classified by UL (DIR) as suitable for the purpose specified and indicated.
  - 4. Hardware for Smoke and Draft Control Doors (Indicated as "S" on Drawings): Provide hardware that enables door assembly to comply with air leakage requirements of the applicable code.

**2.03 LOCKS AND LATCHES**

- A. Locks: Provide a lock for every door, unless specifically indicated as not requiring locking.
  - 1. If no hardware set is indicated for a swinging door provide an office lockset.
  - 2. Trim: Provide lever handle or pull trim on outside of all locks unless specifically stated to have no outside trim.
  - 3. Lock Cylinders: Provide key access on outside of all locks unless specifically stated to have no locking or no outside trim.
- B. Lock Cylinders: Manufacturer's standard tumbler type, six-pin standard core.

1. Provide cams and/or tailpieces as required for locking devices required.
- C. Keying: Grand master keyed.
  1. Key to existing keying system.
- D. Latches: Provide a latch for every door that is not required to lock, unless specifically indicated "push/pull" or "not required to latch".

#### **2.04 HINGES**

- A. Hinges: Provide hinges on every swinging door.
  1. Provide five-knuckle full mortise butt hinges unless otherwise indicated.
  2. Provide ball-bearing hinges at all doors having closers.
  3. Provide hinges in the quantities indicated.
  4. Provide non-removable pins on exterior outswinging doors.
  5. Where electrified hardware is mounted in door leaf, provide power transfer hinges.

#### **2.05 CYLINDRICAL LOCKSETS**

- A. Manufacturers - Cylindrical Locksets:
  1. Schlage, an Allegion brand; AL Series: [www.allegion.com/us/#sle](http://www.allegion.com/us/#sle).

#### **2.06 STOPS AND HOLDERS**

- A. Manufacturers - Wall and Floor Stops/holders:
  1. Hiawatha, Inc, division of Activar Construction Products Group, Inc: [www.activarcpg.com/hiawatha/#sle](http://www.activarcpg.com/hiawatha/#sle).
  2. Trimco Hardware: [www.trimcohardware.com/#sle](http://www.trimcohardware.com/#sle).

### **PART 3 EXECUTION**

#### **3.01 INSTALLATION**

- A. Install hardware in accordance with manufacturer's instructions and applicable codes.
- B. Use templates provided by hardware item manufacturer.

#### **3.02 ADJUSTING**

- A. Adjust hardware for smooth operation.

#### **3.03 CLEANING**

- A. Clean adjacent surfaces soiled by hardware installation. Clean finished hardware per manufacturer's instructions after final adjustments has been made. Replace items that cannot be cleaned to manufacturer's level of finish quality at no additional cost.

#### **3.04 PROTECTION**

- A. Protect finished Work under provisions of Section 01 7000.
- B. Do not permit adjacent work to damage hardware or finish.

#### **3.05 SCHEDULE:**

- A. Hardware Group H1:
 

105	WD X HM	Office
1-1/2 pair hinges		FBB179 x 4-1/2" x 4-1/2" x US26D
1 lockset		AL50PD x SAT x US26D
1 wall stop		W307 x US26D
  
- B. Hardware Group H2:
 

104	WD X HM	Break/ Meeting Room
1-1/2 pair hinges		FBB179 x 4-1/2" x 4-1/2" x US26D
1 passage set		AL10S x SAT x US26D
1 wall stop		W307 x US26D



**END OF SECTION**

## SECTION 09 0561

### COMMON WORK RESULTS FOR FLOORING PREPARATION

#### PART 1 GENERAL

##### 1.01 SECTION INCLUDES

- A. This section applies to floors identified in Contract Documents that are receiving the following types of floor coverings:
  - 1. Resilient tile and sheet.
  - 2. Carpet tile.
- B. Removal of existing floor coverings.
- C. Preparation of existing concrete floor slabs for installation of floor coverings.
- D. Patching compound.

##### 1.02 RELATED REQUIREMENTS

- A. Section 09 6500 - Resilient Flooring
- B. Section 09 6813 - Tile Carpeting

##### 1.03 SUBMITTALS

- A. Floor Covering and Adhesive Manufacturers' Product Literature: For each specific combination of substrate, floor covering, and adhesive to be used; showing:
  - 1. Moisture and alkalinity (pH) limits and test methods.
  - 2. Manufacturer's required bond/compatibility test procedure.
- B. Adhesive Bond and Compatibility Test Report.
- C. Copy of RFCI (RWP).

##### 1.04 DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, handle, and protect products in accordance with manufacturer's instructions and recommendations.
- B. Deliver materials in manufacturer's packaging; include installation instructions.
- C. Keep materials from freezing.

##### 1.05 FIELD CONDITIONS

- A. Maintain ambient temperature in spaces where concrete testing is being performed, and for at least 48 hours prior to testing, at not less than 65 degrees F or more than 85 degrees F.
- B. Maintain relative humidity in spaces where concrete testing is being performed, and for at least 48 hours prior to testing, at not less than 40 percent and not more than 60 percent.

#### PART 2 PRODUCTS

##### 2.01 MATERIALS

- A. Patching Compound: Floor covering manufacturer's recommended product, suitable for conditions, and compatible with adhesive and floor covering. In the absence of any recommendation from flooring manufacturer, provide a product with the following characteristics:
  - 1. Cementitious moisture-, mildew-, and alkali-resistant compound, compatible with floor, floor covering, and floor covering adhesive, and capable of being feathered to nothing at edges.
  - 2. Compressive Strength: 3000 psi, minimum, after 28 days, when tested in accordance with ASTM C109/C109M or ASTM C472, whichever is appropriate.
- B. Alternate Flooring Adhesive: Floor covering manufacturer's recommended product, suitable for the moisture and pH conditions present; low-VOC. In the absence of any recommendation from flooring manufacturer, provide a product recommended by adhesive manufacturer as suitable for substrate and floor covering and for conditions present.

- C. Leveling Compound: Floor covering manufacturer's recommended product, suitable for conditions, and compatible with adhesive and floor covering.

### **PART 3 EXECUTION**

#### **3.01 CONCRETE SLAB PREPARATION**

- A. Perform following operations in the order indicated:
  - 1. Existing concrete slabs (on-grade and elevated) with existing floor coverings:
    - a. Visual observation of existing floor covering, for adhesion, water damage, alkaline deposits, and other defects.
    - b. Removal of existing floor covering.
  - 2. Preliminary cleaning.
  - 3. Specified remediation, if required.
  - 4. Patching, smoothing, and leveling, as required.
  - 5. Other preparation specified.
  - 6. Adhesive bond and compatibility test.
  - 7. Protection.

#### **3.02 REMOVAL OF EXISTING FLOOR COVERINGS**

- A. Comply with local, State, and federal regulations and recommendations of RFCI Recommended Work Practices for Removal of Resilient Floor Coverings, as applicable to floor covering being removed.
- B. Dispose of removed materials in accordance with local, State, and federal regulations and as specified.

#### **3.03 PRELIMINARY CLEANING**

- A. Clean floors of dust, solvents, paint, wax, oil, grease, asphalt, residual adhesive, adhesive removers, film-forming curing compounds, sealing compounds, alkaline salts, excessive laitance, mold, mildew, and other materials that might prevent adhesive bond.
- B. Do not use solvents or other chemicals for cleaning.

#### **3.04 PREPARATION**

- A. See individual floor covering section(s) for additional requirements.
- B. Comply with requirements and recommendations of floor covering manufacturer.
- C. Fill and smooth surface cracks, grooves, depressions, control joints and other non-moving joints, and other irregularities with patching compound.
- D. Do not fill expansion joints, isolation joints, or other moving joints.

#### **3.05 ADHESIVE BOND AND COMPATIBILITY TESTING**

- A. Comply with requirements and recommendations of floor covering manufacturer.

#### **3.06 APPLICATION OF REMEDIAL FLOOR COATING**

- A. Comply with requirements and recommendations of coating manufacturer.

#### **3.07 PROTECTION**

- A. Cover prepared floors with building paper or other durable covering.

**END OF SECTION**

**SECTION 09 2116**  
**GYP SUM BOARD ASSEMBLIES**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Metal stud wall framing.
- B. Acoustic insulation.
- C. Gypsum wallboard.
- D. Joint treatment and accessories.

**1.02 RELATED REQUIREMENTS**

- A. Section 05 4000 - Cold-Formed Metal Framing: Structural steel stud framing.
- B. Section 07 9200 - Joint Sealants: Sealing acoustical gaps in construction other than gypsum board or plaster work.

**1.03 REFERENCE STANDARDS**

- A. ASTM C475/C475M - Standard Specification for Joint Compound and Joint Tape for Finishing Gypsum Board; 2015.
- B. ASTM C645 - Standard Specification for Nonstructural Steel Framing Members; 2014.
- C. ASTM C754 - Standard Specification for Installation of Steel Framing Members to Receive Screw-Attached Gypsum Panel Products; 2015.
- D. ASTM C840 - Standard Specification for Application and Finishing of Gypsum Board; 2013.
- E. ASTM C954 - Standard Specification for Steel Drill Screws for the Application of Gypsum Panel Products or Metal Plaster Bases to Steel Studs From 0.033 in. (0.84 mm) to 0.112 in. (2.84 mm) in Thickness; 2015.
- F. ASTM C1002 - Standard Specification for Steel Self-Piercing Tapping Screws for Application of Gypsum Panel Products or Metal Plaster Bases to Wood Studs or Steel Studs; 2014.
- G. ASTM C1047 - Standard Specification for Accessories For Gypsum Wallboard and Gypsum Veneer Base; 2014a.
- H. GA-216 - Application and Finishing of Gypsum Board; 2013.

**1.04 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements for submittal procedures.
- B. Shop Drawings: Indicate special details associated with fireproofing and acoustic seals.
- C. Product Data: Provide data on gypsum board, accessories, and joint finishing system.
- D. Product Data: Provide manufacturer's data on partition head to structure connectors, showing compliance with requirements.

**PART 2 PRODUCTS**

**2.01 METAL FRAMING MATERIALS**

- A. Manufacturers - Metal Framing, Connectors, and Accessories:
  - 1. Clarkwestern Dietrich Building Systems LLC: [www.clarkdietrich.com](http://www.clarkdietrich.com).
  - 2. Marino: [www.marinoware.com](http://www.marinoware.com).
  - 3. SCAFCO Corporation: [www.scafco.com/#sle](http://www.scafco.com/#sle).
  - 4. Phillips Manufacturing Company: [www.phillipsmfg.com](http://www.phillipsmfg.com).
  - 5. Substitutions: See Section 01 6000 - Product Requirements.
- B. Non-structural Framing System Components: ASTM C645; galvanized sheet steel, of size and properties necessary to comply with ASTM C754 for the spacing indicated, with maximum deflection of wall framing of L/120 at 5 psf.
  - 1. Studs: C-shaped with knurled or embossed faces.
  - 2. Runners: U shaped, sized to match studs.

## **2.02 BOARD MATERIALS**

- A. Manufacturers - Gypsum-Based Board:
  - 1. CertainTeed Corporation: [www.certainteed.com](http://www.certainteed.com).
  - 2. Georgia-Pacific Gypsum: [www.gpgypsum.com](http://www.gpgypsum.com).
  - 3. USG Corporation: [www.usg.com](http://www.usg.com).
  - 4. Substitutions: See Section 01 6000 - Product Requirements.

## **2.03 GYPSUM WALLBOARD ACCESSORIES**

- A. Finishing Accessories: ASTM C1047, galvanized steel or rolled zinc, unless noted otherwise.
  - 1. Types: As detailed or required for finished appearance.
  - 2. Special Shapes: In addition to conventional corner bead and control joints, provide U-bead at exposed panel edges.
  - 3. Products:
    - a. Same manufacturer as framing materials.
- B. Joint Materials: ASTM C475/C475M and as recommended by gypsum board manufacturer for project conditions.
- C. Screws for Fastening of Gypsum Panel Products to Cold-Formed Steel Studs Less than 0.033 inches in Thickness and Wood Members: ASTM C1002; self-piercing tapping screws, corrosion-resistant.
- D. Screws for Fastening of Gypsum Panel Products to Steel Members from 0.033 to 0.112 inch in Thickness: ASTM C954; steel drill screws, corrosion-resistant.
- E. Anchorage to Substrate: Tie wire, nails, screws, and other metal supports, of type and size to suit application; to rigidly secure materials in place.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION**

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

### **3.02 FRAMING INSTALLATION**

- A. Metal Framing: Install in accordance with ASTM C754 and manufacturer's instructions.
- B. Suspended Ceilings and Soffits: Space framing and furring members as indicated.
  - 1. Laterally brace entire suspension system.
  - 2. Install bracing as required at exterior locations to resist wind uplift.
- C. Studs: Space studs as indicated.
  - 1. Extend partition framing to structure where indicated and to ceiling in other locations.
  - 2. Partitions Terminating at Ceiling: Attach ceiling runner securely to ceiling track in accordance with manufacturer's instructions.
- D. Blocking: Install wood blocking for support of:
  - 1. Framed openings.
  - 2. Wall-mounted cabinets.
  - 3. Plumbing fixtures.
  - 4. Toilet partitions.
  - 5. Toilet accessories.
  - 6. Wall-mounted door hardware.
  - 7. Equipment

### **3.03 ACOUSTIC ACCESSORIES INSTALLATION**

- A. Acoustic Insulation: Place tightly within spaces, around cut openings, behind and around electrical and mechanical items within partitions, and tight to items passing through partitions.
- B. Acoustic Sealant: Install in accordance with manufacturer's instructions.

### **3.04 BOARD INSTALLATION**

- A. Comply with ASTM C840, GA-216, and manufacturer's instructions. Install to minimize butt end joints, especially in highly visible locations.
- B. Single-Layer Nonrated: Install gypsum board in most economical direction, with ends and edges occurring over firm bearing.
- C. Double-Layer Non-Rated: Use gypsum board for first layer, placed parallel to framing or furring members, with ends and edges occurring over firm bearing. Place second layer perpendicular to framing or furring members. Offset joints of second layer from joints of first layer.

### **3.05 INSTALLATION OF TRIM AND ACCESSORIES**

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

### **3.06 JOINT TREATMENT**

- A. Finish gypsum board in accordance with levels defined in ASTM C840, as follows:
  - 1. Level 5: Walls and ceilings to receive semi-gloss or gloss paint finish and other areas specifically indicated.
  - 2. Level 2: In utility areas, behind cabinetry, and on backing board to receive tile finish.
  - 3. Level 1: Wall areas above finished ceilings, whether or not accessible in the completed construction.
- B. Tape, fill, and sand exposed joints, edges, and corners to produce smooth surface ready to receive finishes.
  - 1. Feather coats of joint compound so that camber is maximum 1/32 inch.
  - 2. Taping, filling, and sanding are not required at base layer of double-layer applications.
- C. Where Level 5 finish is indicated, spray apply high build drywall surfacer over entire surface after joints have been properly treated; achieve a flat and tool mark-free finish.

### **3.07 TOLERANCES**

- A. Maximum Variation of Finished Gypsum Board Surface from True Flatness: 1/8 inch in 10 feet in any direction.

**END OF SECTION**

**SECTION 09 5100**  
**ACOUSTICAL CEILINGS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Suspended metal grid ceiling system.
- B. Acoustical units.

**1.02 REFERENCE STANDARDS**

- A. ASTM C635/C635M - Standard Specification for the Manufacture, Performance, and Testing of Metal Suspension Systems for Acoustical Tile and Lay-in Panel Ceilings; 2013a.
- B. ASTM C636/C636M - Standard Practice for Installation of Metal Ceiling Suspension Systems for Acoustical Tile and Lay-In Panels; 2013.
- C. ASTM E580/E580M - Standard Practice for Installation of Ceiling Suspension Systems for Acoustical Tile and Lay-in Panels in Areas Subject to Earthquake Ground Motions; 2014.

**1.03 ADMINISTRATIVE REQUIREMENTS**

- A. Sequence work to ensure acoustical ceilings are not installed until building is enclosed, sufficient heat is provided, dust generating activities have terminated, and overhead work is completed, tested, and approved.
- B. Do not install acoustical units until after interior wet work is dry.

**1.04 FIELD CONDITIONS**

- A. Maintain uniform temperature of minimum 60 degrees F, and maximum humidity of 40 percent prior to, during, and after acoustical unit installation.

**PART 2 PRODUCTS**

**2.01 MANUFACTURERS**

- A. Acoustic Tiles/Panels:
  - 1. As indicated on drawings.
  - 2. Substitutions: See Section 01 6000 - Product Requirements.
- B. Suspension Systems:
  - 1. As indicated on drawings.
  - 2. Substitutions: See Section 01 6000 - Product Requirements.

**2.02 SUSPENSION SYSTEM(S)**

- A. Metal Suspension Systems - General: Complying with ASTM C635/C635M; die cut and interlocking components, with perimeter moldings, hold down clips, stabilizer bars, clips, and splices as required.
- B. Exposed Steel Suspension System: Formed steel, commercial quality cold rolled; heavy-duty.
  - 1. Profile: Tee; 15/16 inch wide face.
  - 2. Construction: Double web.
  - 3. Finish: match existing.

**2.03 ACCESSORIES**

- A. Support Channels and Hangers: Galvanized steel; size and type to suit application, seismic requirements, and ceiling system flatness requirement specified.
- B. Hanger Wire: 12 gauge, 0.08 inch galvanized steel wire.

**PART 3 EXECUTION**

**3.01 EXAMINATION**

- A. Verify existing conditions before starting work.
- B. Verify that layout of hangers will not interfere with other work.

- C. Existing ceiling tile is to be removed and reinstalled. Prevent damage to tiles during removal, storage and installation.

### **3.02 INSTALLATION - SUSPENSION SYSTEM**

- A. Install suspension system in accordance with ASTM C636/C636M, ASTM E580/E580M, and manufacturer's instructions and as supplemented in this section.
- B. Rigidly secure system, including integral mechanical and electrical components, for maximum deflection of 1:360.
- C. Locate system on room axis according to reflected plan.
- D. Install after major above-ceiling work is complete. Coordinate the location of hangers with other work.
- E. Provide hanger clips during steel deck erection. Provide additional hangers and inserts as required.
- F. Suspension System, Non-Seismic: Hang suspension system independent of walls, columns, ducts, pipes and conduit. Where carrying members are spliced, avoid visible displacement of face plane of adjacent members.
- G. Where ducts or other equipment prevent the regular spacing of hangers, reinforce the nearest affected hangers and related carrying channels to span the extra distance.
- H. Do not support components on main runners or cross runners if weight causes total dead load to exceed deflection capability.
- I. Support fixture loads using supplementary hangers located within 6 inches of each corner, or support components independently.
- J. Do not eccentrically load system or induce rotation of runners.

### **3.03 INSTALLATION - ACOUSTICAL UNITS**

- A. Install acoustical units in accordance with manufacturer's instructions.
- B. Fit acoustical units in place, free from damaged edges or other defects detrimental to appearance and function.
- C. Fit border trim neatly against abutting surfaces.
- D. Install units after above-ceiling work is complete.
- E. Install acoustical units level, in uniform plane, and free from twist, warp, and dents.
- F. Cutting Acoustical Units:
  - 1. Make field cut edges of same profile as factory edges.
- G. Install hold-down clips on panels within 20 ft of an exterior door.
- H. Install wood grille system at ceiling grid as recommended by manufacturer. Install on wall over painted 1/2" furring strips, concealed by backer.

### **3.04 TOLERANCES**

- A. Maximum Variation from Flat and Level Surface: 1/8 inch in 10 feet.
- B. Maximum Variation from Plumb of Grid Members Caused by Eccentric Loads: 2 degrees.

**END OF SECTION**



**SECTION 09 6500  
RESILIENT FLOORING**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Resilient base.
- B. Installation accessories.

**1.02 RELATED REQUIREMENTS**

- A. Section 09 0561 - Common Work Results for Flooring Preparation: Concrete slab remediation, removal of existing floor coverings, cleaning, and preparation.

**1.03 REFERENCE STANDARDS**

- A. ASTM F710 - Standard Practice for Preparing Concrete Floors to Receive Resilient Flooring; 2011.
- B. ASTM F1861 - Standard Specification for Resilient Wall Base; 2008 (Reapproved 2012).
- C. RFCI (RWP) - Recommended Work Practices for Removal of Resilient Floor Coverings; Resilient Floor Covering Institute; October 2011.

**1.04 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide data on specified products, describing physical and performance characteristics; including sizes, patterns and colors available; and installation instructions.
- C. Verification Samples: Submit two samples, 4 by 4 inch in size illustrating color and pattern for each resilient flooring product specified.
- D. Maintenance Data: Include maintenance procedures, recommended maintenance materials, and suggested schedule for cleaning, stripping, and re-waxing.
- E. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
  - 1. Extra Flooring Material: 10 percent of total intalled square feet of each type and color.
  - 2. Extra Wall Base: 10 percent of total intalled linear feet of each type and color.
  - 3. Extra Stair Materials: Quantity equivalent to 5 percent of each type and color.

**1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Upon receipt, immediately remove any shrink-wrap and check materials for damage and the correct style, color, quantity and run numbers.
- B. Store all materials off of the floor in an acclimatized, weather-tight space. Quality problems related to improper acclimatization of flooring materials will be cause for rejection and replacement at the contractor's sole expense.
- C. Maintain temperature in storage area between 55 degrees F and 90 degrees F.
- D. Protect roll materials from damage by storing on end.

**1.06 FIELD CONDITIONS**

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

**PART 2 PRODUCTS**

**2.01 RESILIENT BASE**

- A. Resilient Base: ASTM F1861, Type TS rubber, vulcanized thermoset; top set Style B, Cove.
  - 1. Manufacturers:
    - a. As indicated on drawings.
    - b. Substitutions: See Section 01 6000 - Product Requirements.
  - 2. Height: as indicated on drawings.

3. Thickness: .375 inch thick.
4. Finish: Satin.
5. Profile: Coved
6. Color: as indicated on drawings.
7. Accessories: Premolded external corners.

## **2.02 ACCESSORIES**

- A. Adhesives: Waterproof; types recommended by flooring manufacturer.
- B. Moldings, Transition and Edge Strips: Same material as flooring.
- C. Filler for Coved Base: Plastic.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION**

- A. Verify that surfaces are flat to tolerances acceptable to flooring manufacturer, free of cracks that might telegraph through flooring, clean, dry, and free of curing compounds, surface hardeners, and other chemicals that might interfere with bonding of flooring to substrate.
- B. Cementitious Subfloor Surfaces: Verify that substrates are ready for resilient flooring installation by testing for moisture and alkalinity (pH).
  1. Test in accordance with ASTM F710.
  2. Obtain instructions if test results are not within limits recommended by resilient flooring manufacturer and adhesive materials manufacturer.
- C. Verify that required floor-mounted utilities are in correct location.

### **3.02 PREPARATION**

- A. Remove existing resilient flooring and flooring adhesives; follow the recommendations of RFCI (RWP).
- B. If removal of adhesive requires floor sanding the contractor shall utilize equipment with HEPA filtration.
- C. Prepare substrates as recommended by flooring and adhesive manufacturers.
- D. Remove subfloor ridges and bumps. Fill minor low spots, cracks, joints, holes, and other defects with subfloor filler to achieve smooth, flat, hard surface.
- E. Prohibit traffic until filler is fully cured.
- F. Clean substrate.

### **3.03 INSTALLATION - GENERAL**

- A. Starting installation constitutes acceptance of subfloor conditions.
- B. Install in accordance with manufacturer's written instructions.
- C. Spread only enough adhesive to permit installation of materials before initial set.
- D. Roll resilient flooring with minimum 100 lb roller to achieve 20 minute cure time prior to foot traffic on installed flooring.
- E. Fit joints and butt seams tightly.
- F. Where type of floor finish, pattern, or color are different on opposite sides of door, terminate flooring under centerline of door.
- G. Install edge strips at unprotected or exposed edges, where flooring terminates, and where indicated.
  1. Metal Strips: Attach to substrate before installation of flooring using stainless steel screws.
  2. Resilient Strips: Attach to substrate using adhesive.

### **3.04 INSTALLATION - RESILIENT BASE**

- A. Fit joints tightly and make vertical. Maintain minimum dimension of 18 inches between joints.

- B. Miter internal corners. At external corners, use premolded units. At exposed ends, use premolded units.
- C. Install base on solid backing. Bond tightly to wall and floor surfaces.

**3.05 CLEANING**

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

**3.06 PROTECTION**

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

**END OF SECTION**

**SECTION 09 6813**  
**TILE CARPETING**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Carpet tile, fully adhered.
- B. Removal of existing carpet.

**1.02 RELATED REQUIREMENTS**

- A. Section 09 0561 - Common Work Results for Flooring Preparation: Removal of existing floor coverings, cleaning, and preparation.

**1.03 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide data on specified products, describing physical and performance characteristics; sizes, patterns, colors available, and method of installation.
- C. Samples: Submit two carpet tiles illustrating color and pattern design for each carpet color selected.
- D. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
  - 1. See Section 01 6000 - Product Requirements, for additional provisions.
  - 2. Extra Carpet Tiles: Quantity equal to 5 percent of total installed of each color and pattern installed.

**1.04 FIELD CONDITIONS**

- A. Store materials in area of installation for minimum period of 24 hours prior to installation.

**PART 2 PRODUCTS**

**2.01 MANUFACTURERS**

- A. Tile Carpeting:
  - 1. As indicated on drawings.
  - 2. Substitutions: See Section 01 6000 - Product Requirements.

**2.02 MATERIALS**

- A. Tile Carpeting: Tufted, manufactured in one color dye lot.
  - 1. Tile Size: As indicated on drawings.
  - 2. Color: As indicated on drawings.
  - 3. Pattern: As indicated on drawings.

**2.03 ACCESSORIES**

- A. Carpet Tile Adhesive: Recommended by carpet tile manufacturer; releasable type.

**PART 3 EXECUTION**

**3.01 EXAMINATION**

- A. Verify that subfloor surfaces are smooth and flat within tolerances specified for that type of work and are ready to receive carpet tile.

**3.02 PREPARATION**

- A. Remove existing carpet.
- B. Prepare floor substrates as recommended by flooring and adhesive manufacturers.
- C. Remove subfloor ridges and bumps. Fill minor or local low spots, cracks, joints, holes, and other defects with subfloor filler.
- D. Apply, trowel, and float filler to achieve smooth, flat, hard surface. Prohibit traffic until filler is cured.
- E. Vacuum clean substrate.

### **3.03 INSTALLATION**

- A. Starting installation constitutes acceptance of subfloor conditions.
- B. Install carpet tile in accordance with manufacturer's instructions.
- C. Blend carpet from different cartons to ensure minimal variation in color match.
- D. Cut carpet tile clean. Fit carpet tight to intersection with vertical surfaces without gaps.
- E. Lay carpet tile in square pattern, with pile direction parallel to next unit, set parallel to building lines.
- F. Locate change of color or pattern between rooms under door centerline.
- G. Trim carpet tile neatly at walls and around interruptions.
- H. Complete installation of edge strips, concealing exposed edges.

### **3.04 INSTALLATION ON STAIRS**

- A. Use one piece of carpet for each tread and the riser below. Apply seam adhesive to all cut edges.
- B. Lay carpet with pile direction in the length of the stair.
- C. Adhere carpet tight to stair treads and risers.

### **3.05 CLEANING**

- A. Remove excess adhesive without damage, from floor, base, and wall surfaces.
- B. Clean and vacuum carpet surfaces.

**END OF SECTION**

**SECTION 09 9123**  
**INTERIOR PAINTING**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Surface preparation.
- B. Field application of paints.
- C. Scope: Finish interior surfaces exposed to view, unless fully factory-finished and unless otherwise indicated.
- D. Do Not Paint or Finish the Following Items:
  - 1. Items factory-finished unless otherwise indicated; materials and products having factory-applied primers are not considered factory finished.
  - 2. Items indicated to receive other finishes.
  - 3. Items indicated to remain unfinished.
  - 4. Fire rating labels, equipment serial number and capacity labels, bar code labels, and operating parts of equipment.
  - 5. Floors, unless specifically indicated.
  - 6. Ceramic and other tiles.
  - 7. Brick, architectural concrete, cast stone, integrally colored plaster and stucco.
  - 8. Glass.
  - 9. Acoustical materials, unless specifically indicated.
  - 10. Concealed pipes, ducts, and conduits.

**1.02 RELATED REQUIREMENTS**

- A. Section 07 9200 - Joint Sealants

**1.03 REFERENCE STANDARDS**

- A. 40 CFR 59, Subpart D - National Volatile Organic Compound Emission Standards for Architectural Coatings; U.S. Environmental Protection Agency; current edition.
- B. ASTM D4442 - Standard Test Methods for Direct Moisture Content Measurement of Wood and Wood-Base Materials; 2007.
- C. MPI (APL) - Master Painters Institute Approved Products List; Master Painters and Decorators Association; current edition, [www.paintinfo.com](http://www.paintinfo.com).
- D. MPI (APSM) - Master Painters Institute Architectural Painting Specification Manual; Current Edition, [www.paintinfo.com](http://www.paintinfo.com).
- E. SSPC-SP 1 - Solvent Cleaning; 2015.
- F. SSPC-SP 6 - Commercial Blast Cleaning; 2007.

**1.04 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide complete list of products to be used, with the following information for each:
  - 1. Manufacturer's name, product name and/or catalog number, and general product category (e.g. "alkyd enamel").
  - 2. MPI product number (e.g. MPI #47).
  - 3. Cross-reference to specified paint system(s) product is to be used in; include description of each system.
- C. Samples: Submit three paper "draw down" samples, 8-1/2 by 11 inches in size, illustrating range of colors available for each finishing product specified.
  - 1. Where sheen is specified, submit samples in only that sheen.
  - 2. Where sheen is not specified, discuss sheen options with Architect before preparing samples, to eliminate sheens definitely not required.

- D. Certification: By manufacturer that paints and finishes comply with VOC limits specified.
- E. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
  1. Extra Paint and Finish Materials: 1 gallon of each color; from the same product run, store where directed.
  2. Label each container with color in addition to the manufacturer's label.

#### **1.05 MOCK-UP**

- A. See Section 01 4000 - Quality Requirements, for general requirements for mock-up.
- B. Locate where directed by Architect.
- C. Mock-up may remain as part of the work.

#### **1.06 DELIVERY, STORAGE, AND HANDLING**

- A. Deliver products to site in sealed and labeled containers; inspect to verify acceptability.
- B. Container Label: Include manufacturer's name, type of paint, brand name, lot number, brand code, coverage, surface preparation, drying time, cleanup requirements, color designation, and instructions for mixing and reducing.
- C. Paint Materials: Store at minimum ambient temperature of 45 degrees F and a maximum of 90 degrees F, in ventilated area, and as required by manufacturer's instructions.

#### **1.07 FIELD CONDITIONS**

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

### **PART 2 PRODUCTS**

#### **2.01 MANUFACTURERS**

- A. Provide paints and finishes used in any individual system from the same manufacturer; no exceptions.
- B. Paints:
  1. Benjamin Moore & Co: [www.benjaminmoore.com](http://www.benjaminmoore.com).
  2. Rodda Paint Co: [www.rodmapaint.com/#sle](http://www.rodmapaint.com/#sle).
  3. Sherwin-Williams Company: [www.sherwin-williams.com/#sle](http://www.sherwin-williams.com/#sle).
- C. Primer Sealers: Same manufacturer as top coats.
- D. Substitutions: See Section 01 6000 - Product Requirements.

#### **2.02 PAINTS AND FINISHES - GENERAL**

- A. Paints and Finishes: Ready mixed, unless intended to be a field-catalyzed paint.
  1. Where MPI paint numbers are specified, provide products listed in Master Painters Institute Approved Product List, current edition available at [www.paintinfo.com](http://www.paintinfo.com), for specified MPI categories, except as otherwise indicated.
  2. Provide paints and finishes of a soft paste consistency, capable of being readily and uniformly dispersed to a homogeneous coating, with good flow and brushing properties, and capable of drying or curing free of streaks or sags.
  3. Provide materials that are compatible with one another and the substrates indicated under conditions of service and application, as demonstrated by manufacturer based on testing and field experience.
  4. Supply each paint material in quantity required to complete entire project's work from a single production run.
  5. Do not reduce, thin, or dilute paint or finishes or add materials unless such procedure is specifically described in manufacturer's product instructions.
- B. Volatile Organic Compound (VOC) Content:

1. Provide paints and finishes that comply with the most stringent requirements specified in the following:
    - a. 40 CFR 59, Subpart D--National Volatile Organic Compound Emission Standards for Architectural Coatings.
  2. Determination of VOC Content: Testing and calculation in accordance with 40 CFR 59, Subpart D (EPA Method 24), exclusive of colorants added to a tint base and water added at project site; or other method acceptable to authorities having jurisdiction.
- C. Flammability: Comply with applicable code for surface burning characteristics.
- D. Sheens: Provide the sheens specified; where sheen is not specified, sheen will be selected later by Architect from the manufacturer's full line.
- E. Colors: As indicated on drawings.

### **2.03 PAINT SYSTEMS - INTERIOR**

- A. Paint I-OP - Interior Surfaces to be Painted, Unless Otherwise Indicated: Including gypsum board, wood, shop primed steel, and galvanized steel.
1. Two top coats.
  2. Top Coat(s): Institutional Low Odor/VOC Interior Latex; MPI #143, 144, 145, 146, 147, or 148.
  3. Primer: As recommended by top coat manufacturer for specific substrate.

### **2.04 ACCESSORY MATERIALS**

- A. Accessory Materials: Provide primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials as required for final completion of painted surfaces.
- B. Patching Material: Latex filler.
- C. Fastener Head Cover Material: Latex filler.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION**

- A. Verify that surfaces are ready to receive work as instructed by the product manufacturer.
- B. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially effect proper application.
- C. Test shop-applied primer for compatibility with subsequent cover materials.
- D. Measure moisture content of surfaces using an electronic moisture meter. Do not apply finishes unless moisture content of surfaces are below the following maximums:
  1. Gypsum Wallboard: 12 percent.
  2. Interior Wood: 15 percent, measured in accordance with ASTM D4442.

### **3.02 PREPARATION**

- A. Clean surfaces thoroughly and correct defects prior to application.
- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
- C. Remove or mask surface appurtenances, including electrical plates, hardware, light fixture trim, escutcheons, and fittings, prior to preparing surfaces or finishing.
- D. Seal surfaces that might cause bleed through or staining of topcoat.
- E. Gypsum Board: Fill minor defects with filler compound. Spot prime defects after repair.
- F. Galvanized Surfaces:
  1. Remove surface contamination and oils and wash with solvent according to SSPC-SP 1.
- G. Ferrous Metal:
  1. Solvent clean according to SSPC-SP 1.
  2. Shop-Primed Surfaces: Sand and scrape to remove loose primer and rust. Feather edges to make touch-up patches inconspicuous. Clean surfaces with solvent. Prime bare steel surfaces. Re-prime entire shop-primed item.



3. Remove rust, loose mill scale, and other foreign substances using using methods recommended in writing by paint manufacturer and blast cleaning according to SSPC-SP 6 "Commercial Blast Cleaning". Protect from corrosion until coated.
- H. Wood Surfaces to Receive Opaque Finish: Wipe off dust and grit prior to priming. Seal knots, pitch streaks, and sappy sections with sealer. Fill nail holes and cracks after primer has dried; sand between coats. Back prime concealed surfaces before installation.
- I. Metal Door and Frames to be Painted: verify topcoat is compatible with existing painted finish.

### **3.03 APPLICATION**

- A. **Painting Contractor is responsible for application of joint sealants on finished surfaces which are not completed by other trades.**
- B. Apply products in accordance with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual".
- C. Do not apply finishes to surfaces that are not dry. Allow applied coats to dry before next coat is applied.
- D. Apply each coat to uniform appearance in thicknesses specified by manufacturer.
- E. Dark Colors and Deep Clear Colors: Regardless of number of coats specified, apply as many coats as necessary for complete hide.
- F. Sand wood and metal surfaces lightly between coats to achieve required finish.
- G. Vacuum clean surfaces of loose particles. Use tack cloth to remove dust and particles just prior to applying next coat.
- H. Reinstall electrical cover plates, hardware, light fixture trim, escutcheons, and fittings removed prior to finishing.

### **3.04 CLEANING**

- A. Collect waste material that could constitute a fire hazard, place in closed metal containers, and remove daily from site.

### **3.05 PROTECTION**

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

**END OF SECTION**

**SECTION 10 2601**  
**WALL AND CORNER GUARDS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Corner guards.

**1.02 REFERENCE STANDARDS**

- A. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2015a.
- B. ASTM E119 - Standard Test Methods for Fire Tests of Building Construction and Materials; 2015.

**1.03 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Product Data: Indicate physical dimensions, features, anchorage details, and rough-in measurements.
- C. Samples: Submit two sections of corner guard, 24 inch long, illustrating component design, configuration, color and finish.
- D. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
  - 1. Extra Corner Guard: 10 percent of total intalled linear feet of each type and color.

**PART 2 PRODUCTS**

**2.01 MANUFACTURERS**

- A. Wall and Corner Guards:
  - 1. InPro: As indicated on drawings; [www.inprocorp.com](http://www.inprocorp.com).
  - 2. Substitutions: See Section 01 6000 - Product Requirements.

**2.02 COMPONENTS**

- A. Corner Guards - Surface Mounted: High impact vinyl with vinyl cover.
  - 1. Material: High impact vinyl.
  - 2. Width of wings: 3 inches.
  - 3. Thickness: .080 inch.
  - 4. Attachment: self tapping screws.
  - 5. Corner: Radiused.
  - 6. Color: as indicated on drawings.
  - 7. Length: One piece, 48 inches.
  - 8. Preformed end caps.

**2.03 FABRICATION**

- A. Fabricate components with tight joints, corners and seams.

**PART 3 EXECUTION**

**3.01 EXAMINATION**

- A. Verify that rough openings, concealed blocking, and anchors are correctly sized and located.
- B. Verify that field measurements are as indicated on Drawings.

**3.02 INSTALLATION**

- A. Install components in accordance with manufacturer's instructions, level and plumb, secured rigidly in position to wall framing members only.

**3.03 SCHEDULE**

- A. All exterior corners and wall end conditions.

**END OF SECTION**



**SECTION 12 2400  
WINDOW SHADES**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Manual window shades.
- B. Shade accessories.

**1.02 REFERENCE STANDARDS**

- A. ISO 9001 - Quality management systems -- Requirements; 2015.
- B. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.

**1.03 SUBMITTALS**

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide manufacturer's standard catalog pages and data sheets including materials, finishes, fabrication details, dimensions, profiles, mounting requirements, and accessories.
  - 1. Motorized Shades: Include power requirements and standard wiring diagrams.
- C. Shop Drawings:
  - 1. Include shade schedule indicating size, location and keys to details, head, jamb and sill details, mounting dimension requirements for each product and condition, and operation direction.
- D. Samples:
  - 1. Shade Fabric: Showing specified colors and patterns.

**1.04 QUALITY ASSURANCE**

- A. Conform to requirements of NFPA 70.
- B. Maintain at the project site a copy of each referenced document that prescribes execution requirements.
- C. Manufacturer Qualifications:
  - 1. Company with not less than twenty years of experience manufacturing low voltage motorized shading systems.
  - 2. Registered to ISO 9001, including in-house engineering for product design activities.
  - 3. Qualified to supply specified products and to honor claims against product presented in accordance with warranty.
- D. Shade Installer Qualifications: Qualified to install and commission specified products by prior factory training, experience, demonstrated performance, and acceptance of any requirement of the manufacturer, subsidiary of the manufacturer, or licensed agent.

**1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Deliver shades in manufacturer's unopened packaging, labeled to identify each shade for each opening.
- B. Handle and store shades in accordance with manufacturer's recommendations.

**1.06 FIELD CONDITIONS**

- A. Maintain field conditions within manufacturer's required service conditions during and after installation.

**PART 2 PRODUCTS**

**2.01 MANUFACTURERS**

- A. Basis of Design Manufacturer: Hunter Douglas Applause Lite Rise Bottom Up; [www.hunterdouglas.com](http://www.hunterdouglas.com);

- B. Substitutions: See Section 01 6000 - Product Requirements.

## **2.02 WINDOW SHADES**

- A. General Requirements:
  - 1. Provide fully-factory assembled window shades complete with mounting brackets, operating mechanisms, hembars, hardware and accessories.
  - 2. Operating Mechanism: Manufacturer's standard, selected for suitability for installation conditions, span, and weight of shades.
- B. Honeycomb Shade:
  - 1. Size: As indicated on drawings.
  - 2. Mounting: Inside mount, without back cover.
  - 3. Operation: Manual, bottom-up.

## **2.03 SHADE ACCESSORIES**

- A. Brackets and Mounting Hardware: Size as recommended by manufacturer for mounting configuration and span indicated.
- B. Fasteners: Non-corrosive, and as recommended by shade manufacturer.

## **2.04 SHADE FABRICATION**

- A. Field measure finished openings prior to ordering or fabrication.
- B. Dimensional Tolerances: As recommended in writing by manufacturer.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION**

- A. Examine finished openings for deficiencies that may preclude satisfactory installation.
- B. If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.
- C. Start of installation shall be considered acceptance of substrates.

### **3.02 PREPARATION**

- A. Prepare surfaces using methods recommended by manufacturer for achieving best result for substrate under the project conditions.
- B. Coordinate with window installation and placement of concealed blocking to support shades.

### **3.03 INSTALLATION**

- A. Install products in accordance with manufacturer's instructions.
- B. Shade Installation:
  - 1. Install in accordance with approved shop drawings, using mounting devices as indicated.
  - 2. Replace shades that exceed specified dimensional tolerances at no extra cost to Owner.

### **3.04 FIELD QUALITY CONTROL**

- A. See Section 01 4000 - Quality Requirements, for additional requirements.
- B. Correct defective work, adjust for proper operation, and retest until entire system complies with contract documents.

### **3.05 CLEANING**

- A. Clean soiled shades and exposed components as recommended by manufacturer.
- B. Replace shades that cannot be cleaned to "like new" condition.

### **3.06 PROTECTION**

- A. Protect installed products from subsequent construction operations.
- B. Touch-up, repair or replace damaged products before Substantial Completion.

## **END OF SECTION**

