

**CITY OF MILAN
REQUEST FOR PROPOSALS
INSTRUCTIONS TO
BIDDERS**

Milan Senior Activity Center Redesign RFP
May 26, 2026 at 11:00 a.m. Eastern Time

1. Unless otherwise specified, two original signed copies of the Bidder's proposal must be submitted.
2. Bidders must carefully read and thoroughly comply with these Instructions to Bidders, the Terms and Conditions, and the Specifications (together, the "Invitation to Bid"). The Instructions to Bidders, Terms and Conditions, Specifications, and the Bidder's proposal, including all attachments and accompanying documents, shall become part of the contractual agreement entered into with the successful bidder.
3. Proposals shall include all applicable taxes, licensing, permitting, regulatory, import and other fees and costs applicable to the contract (the "taxes and fees"). Generally, the City is exempt from State and Federal taxes. In the event that taxes and fees must be paid on any materials or work necessary to complete the contract, the Bidder shall bear the cost and responsibility of all such taxes and fees and must take such costs into account in submitting its proposal. To the extent any taxes and fees apply, they must be separately identified and itemized in the proposal.
4. The Bidder shall be required to comply with all provisions of the Federal Davis-Bacon Act (Federal prevailing wages): Yes No
5. The Bidder shall be required to comply with all Community Development Block Grant requirements: Yes No
6. The City reserves the right to award the bid in whole or in part, to reject any or all proposals, to waive informalities, and to negotiate the terms of the proposals with a Bidder of the City's choosing.
7. Bidders shall submit their proposals, including additional documentation as is necessary or appropriate, by the date and time specified (*no exceptions will be made*) in a sealed envelope addressed as follows:

City of Milan Proposal for **Senior Center Improvements RFP**

147 Wabash Street
Milan, Michigan 48160-1594

8. Failure to properly address or deliver the proposal may result in premature opening and disqualification of/ or failure to open and disqualification of the proposal. The Bidder assumes all risks regarding the City's receipt of the proposal and the proposal's compliance with the Instructions to Bidders and the Terms and Conditions.

CITY OF MILAN

TERMS AND CONDITIONS

Milan Senior Activity Center Redesign RFP

1. PREPARATION OF BIDS/PROPOSAL:

- a. Any person contemplating submitting a proposal in doubt as to the true meaning of any part of the request for proposals may submit a written request for clarification to the City, attention Purchasing Division. Persons submitting requests for clarification will be responsible for its prompt delivery. Any interpretation or clarification will be made only by written addendum duly issued by the City. A copy of each addendum will be mailed or delivered to each person in receipt of the request for proposals.
- b. In responding to this request for proposals, each Bidder shall furnish all information required and such information shall be furnished on the forms contained herein, if any.
- c. The Bidder's proposal shall not contain any condition purporting to limit the Bidder's liability for damages, actual, consequential or otherwise, to the price of the contract, and any such condition shall be null, void, and of no force or effect.

2. SUBMISSION OF BIDS/PROPOSALS:

- a. Each bid shall include a description of the Bidder, the state in which it is licensed to do business (if other than Michigan), and shall include the names, resumes, and experience of the personnel to be assigned to this project. The City at its reasonable discretion may require further information from the Bidder, including detailed financial information, which information shall be promptly provided.
- b. Proposals shall remain valid for at least ninety (90) days from the date set for bid opening.
- c. Prior to the date and time set for bid opening, Bidders may withdraw their proposal by giving written notice to the City, attention Purchasing Department. After the date and time set for bid opening, no bid may be withdrawn or canceled.
- d. Any alternate bids that are submitted may be considered, in the sole discretion of the City.
- e. All bids must be accompanied by a bid bond in the amount of 5% of project bid total. The bid bond of the successful Bidder will be held until the contract has been duly executed by the City. The amount of the bid bond may be forfeited to the City as liquidated damages upon the refusal or neglect of the Bidder to proceed. Bid deposits of unsuccessful bidders will be returned by the City within forty-five (45) days after the date set for bid opening.
- f. Bidders are advised that after the date and time set for the opening of bids, all proposals and information submitted with their bid will constitute public records subject to disclosure under the Michigan Freedom of Information Act.
- g. Bidders are solely responsible for any and all costs to prepare their bid, including any site visits and engineering analysis.
- h. BABAA
 - This project is subject to the Build America, Buy America Act (BABAA) requirements under Title IX of the Infrastructure Investment and Jobs Act (IIJA), Pub. L. 177-58. Absent an approved

waiver, all iron, steel, manufactured products, and construction materials used in this project must be produced in the United States, as further outlined by the Office of Management and Budget's regulation (reference 2 CFR 200) on the application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure.

3. CONSIDERATION OF BIDS/PROPOSALS:

- a. The City Administrator and the City Community Engagement Director shall each be authorized to represent the City in all matters pertaining to this Request for Proposals, provided however, that final approval and award of the bid, if any is made, shall be by official action of the City Council.
- b. Proposals varying from the Specifications will only be considered when such substitutions are clearly identified and described in the Bidder's proposal. The determination of whether to consider such substitutions shall be at the City's sole discretion.

In cases where an item requested is identified by a manufacturer's name, trade name, catalog number or specific reference, it is understood that the Bidder proposes to furnish the specific item so identified and does not propose to furnish an "equal" unless the proposed "equal" is definitely indicated by submission of the Substitution Proposal form. Bids of "equal" items will only be considered when the Bidder's proposal clearly identified and described the proposed "equal" to be furnished, including such information as condition, quality, warranty, and price.

- c. Every bid shall include a sworn statement disclosing any familial relationship that exists between the owner or any employee of the Bidder and any City official or City employee, and disclosing any substantial interest held by any City official or City employee or their immediate family in the Bidder's business. The sworn statement shall be in the form of the Bidder Disclosure Statement included in this Invitation to Bid. The City will not accept a bid that does not include this sworn disclosure statement.

4. FAIR EMPLOYMENT PRACTICE AND NON-DISCRIMINATION:

The Bidder and its subcontractors shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, national origin, marital status or handicap. The Bidder shall take affirmative action to ensure that applicants are employed and employees are treated during employment without regard to race, color, religion, sex, age, national origin, marital status or handicap. Such action shall include, but not be limited to, the following: employment, promotion, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rate of pay or other forms of compensation; and selection of training, including apprenticeship. Breach of this covenant may be regarded as a material breach of contract.

5. COMPLIANCE WITH FEDERAL, STATE AND MUNICIPAL LAWS:

Bidder shall comply with all Federal, State, and municipal laws, rules and regulations in the performance of the contract and in the employment of persons, and shall obtain all necessary licenses and permits and pay all fees, taxes and other charges required thereby, and furnish, upon the City's request, evidence of compliance with any law and the payment of any fee, tax or charge. Bidder will defend, indemnify and hold harmless the City against any and all claims, charges, liens, garnishments and levies arising out of Bidder's failure to comply as required by this paragraph.

6. INDEMNIFICATION

Bidder shall to the fullest extent permitted by law indemnify, defend and hold harmless the City of Milan and its elected and appointed officials and officers, agents, servants, employees and successors from and against any and all liabilities, claims, causes of action or lawsuits seeking damages on account of personal injury or death to any person, including employees of the Bidder, or property damage, including claims for loss of use which arise out of performance of the contract by the Bidder or its subcontractors. The Bidder's defense, indemnity, and hold harmless obligation shall include:

- a. Indemnify even if damages sought were caused in part by the negligence or fault of City or any of its officials, employees, agents or officers.
- b. Indemnify for all damages and judgment interest, all costs and fees, including attorney's fees, relating to or arising out of any claim, cause of action or lawsuit requiring indemnity by the Bidder.
- c. All expenses incurred in securing indemnity from the Bidder if the Bidder wrongly refuses to fulfill any of the indemnity obligations assumed under this contract.
- d. This section shall not be read as to require the Bidder to defend the City or any other party from claims, or to assume any liability or indemnify the City or any other party for any amount greater than the degree of fault of the Bidder.

The Bidder shall also, at its expense, indemnify, defend and hold harmless the City and its elected and appointed officials and officers, agents, servants, employees and successors from and against any and all claims against the City for alleged infringement of any United States patents related to components, equipment, or hardware manufactured, installed, or provided by the Bidder as part of this contract.

7. INSURANCE PROVISIONS

Contractor shall purchase and maintain the following minimum insurance policies throughout the term of the contract from insurance companies duly licensed and authorized to conduct business in Michigan, and shall provide the City with certificates of insurance, demonstrating compliance with this provision:

- A. Statutory Worker's Compensation and Employer's Liability Insurance as required by law.
- B. Contractor shall procure and maintain during the life of this contract, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Products and Completed Operations; (B) Broad Form General Liability Extensions or equivalent, plus a one million dollar "follow form" umbrella policy, to protect Contractor and the City against liability or claims of liability which may arise out of Contractor's (including Contractor's employees and agents) performance under this Contract. In addition, Contractor agrees that such policy shall provide an endorsement stating that such insurance shall be primary and that insurance carried by the City shall be excess and non-contributory.
- C. Additional Insureds: Commercial General Liability, as described above, shall include an endorsement stating the following shall be *Additional*

Insureds: The City of Milan, including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. This coverage shall be primary to any other coverage that may be available to the additional insureds, whether any other available coverage be primary, contributing or excess.

- D. Contractor shall furnish the City with a certificate issued by the insurance company indicating such coverage is in effect during the entire term of this contract and shall furnish the City with a complete copy of such policy(ies) upon the City's request. Each such insurance policy shall contain a provision prohibiting its cancellation or expiration, or the reduction of its coverage limits, without at least thirty (30) days' prior written notice to the City. In the event that Contractor shall fail to obtain or maintain in force any insurance required hereunder, the City, in its sole discretion, may deem Contractor to be in default or may, but shall not be required to, procure and pay for such insurance on Contractor's behalf, and the sums so paid shall be deducted from Owner's payment to Contractor for work performed under this contract.
- E. Adequate property insurance for Contractor's equipment and personal property.
- F. For any motor vehicle owned or leased by it, General Liability, Comprehensive and Property Damage Insurance with \$1,000,000 combined single limits, per occurrence and in the aggregate, and if needed, casualty insurance.

8. USE OF PREMISES

- a. Bidder shall keep the premises and the work which this contract relates free and clear of all claims and mechanic liens, and will promptly pay for all labor (including social security contributions and applicable fringe benefits), material and services used in connection with this contract. Bidder shall furnish the City with such certificates of payment, waivers of claims (including claims against any payment bond), waivers of mechanics liens, releases and sworn statements in form satisfactory to the City when submitting request for payment for work completed.
- b. Bidder shall not use or permit any of their employees to use any equipment, hoists, staging, scaffolds, or any other material or equipment belonging to the City without prior written consent.

9. INCORPORATION OF TERMS OF BID DOCUMENTS

- a. The terms set forth in the Instructions to Bidders, the Terms and Conditions, the Specifications, the Invitation to Bid, addendums thereto, if any, and the Bidder's response to the Invitation to Bid, including all attachments and materials submitted therewith, are all hereby incorporated into this contract in full by reference.

10. MISCELLANEOUS

- a. The Bidder agrees that the City of Milan, the Federal grantor agency and its governmental affiliates, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access, during regular business hours, to any books, documents, papers and records of their company which are directly pertinent to this agreement, for the purpose of making audits, examinations, excerpts and transcriptions. The company shall maintain all records for three years after all pending matters under this agreement are closed, during which period this provision shall survive the completion or any termination of this contract.
- b. The Bidder shall notify the City of the names and addresses of all subcontractors to be employed on the project. Bidder agrees that the City has the right to reasonably approve or disapprove any subcontractors performing work for the Bidder on this contract.
- c. In performing its duties, Bidder shall at all times act in the capacity of an independent contractor and not as agent of the City.

11. USDA INVOLVEMENT

- a. The bidder agrees to enter a contract to furnish all labor, equipment, and tools necessary to execute the work at the unit prices named in the bid proposal on the condition their proposal is reviewed and approved by the City and USDA Rural Development. Such contract will be signed at the time of closing of a USDA Rural Development Community Facilities Program Grant.

12. BUILD AMERICAN, BUY AMERICAN

- a. This project is subject to the Build America, Buy America Act (BABAA) requirements under Title IX of the Infrastructure Investment and Jobs Act (IIJA), Pub. L. 177-58. Absent an approved waiver, all iron, steel, manufactured products, and construction materials used in this project must be produced in the United States, as further outlined by the Office of Management and Budget's regulation (reference 2 CFR 200) on the application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure.

13. ALTERNATIVE DISPUTE RESOLUTION

Unless the parties agree otherwise, any claims, disputes or other matters in controversy arising out of or related to the contract shall be subject to mediation as provided herein as a condition precedent to litigation:

- a. The party bringing a claim shall give notice to the other party and, in writing, propose a meeting within seven (7) days after the claim arises in which to discuss and attempt to resolve the claim.
- b. In the event the meeting between the parties to resolve the claim does not resolve the dispute or does not take place within said seven (7) day period, the parties shall designate, by mutual agreement, an independent mediator who shall convene a meeting of the parties within a period of fourteen (14) days of the later of the initial meeting between the parties or the date notice was given pursuant to subparagraph (1) above. The mediator shall render his or her decision within fourteen (14) days of said meeting. The parties may, by mutual written agreement, extend the time periods required under this subparagraph.
- c. The purpose of mediation is to attempt to resolve the dispute between the parties. The mediator shall not be empowered with the authority to render a binding opinion or award.
- d. In the event the independent mediator's attempt to resolve the dispute between the parties fails, then each party will be free to pursue recovery of claims at law.
- e. During the pendency of this alternative dispute resolution process, the parties agree that any statute of limitations applicable to all claims that are the subject of this process shall be tolled.

14. SEVERABILITY OF CONTRACT

In the event any one or more of the provisions contained in this contract shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this contract, but this contract shall be construed as if such invalid, illegal or unenforceable provisions had never been contained. Further, in the event that any provision of this contract shall be held to be unenforceable by virtue of its scope, but may be made enforceable by a limitation thereof, such provision shall be deemed to be amended to the minimum extent necessary to render it enforceable under the laws of the jurisdiction in which enforcement is sought.

15. NO WAIVER OF SUBROGATION

This contract shall not contain a waiver of subrogation.

16. AMENDMENTS TO CONTRACT

When awarded, the contract shall not be changed, modified, altered, or amended in any respect without the mutual written consent of the Bidder and the City.

17. PERFORMANCE OF THE CONTRACT

The Bidder shall furnish at its own cost and expense all labor, tools, equipment and materials necessary to expeditiously complete the contract, and all work and performance shall be in a good and workmanlike manner, and shall be in conformance with generally accepted standards for quality, skill and construction of similar work. The Bidder shall assure that no work is defective, that all materials and equipment provided are in good and working order, and that all work and materials have been performed and provided in accordance with this contract and completed on schedule.

18. INSPECTION

The City may on occasion assign an inspector to review the Bidder's performance for the purpose of determining compliance with the specifications and maintaining records, including the time records for service charges and allocation of appropriate amount of labor and equipment for the work assigned. Any work or materials found to be defective, substandard or not in accordance with the provisions of this contract shall be repaired or replaced to the satisfaction of the City at the sole expense of the Bidder.

19. CERTIFICATION REGARDING IRAN-LINKED BUSINESS

By submitting its proposal, the Bidder shall be deemed to have certified that it is not an "Iran-Linked Business" as defined in Act 517, Public Acts of Michigan, 2012, being MCL 129.311 et. seq.

20. PAYMENTS

The Bidder may periodically submit invoices for services rendered under this contract to the City no more frequently than on a monthly basis. The City shall review and arrange for prompt payment of properly submitted invoices generally within thirty (30) days of actual receipt of the invoice, subject to a 10% retainage withholding. The Bidder understands that the City is a governmental unit and the approval process for such payments requires approval by the City Council. Upon final completion of the work which includes restoration of any excavated earth and germination and three weeks of growth of any grass and plantings, the Bidder may submit a final invoice for payment for services rendered including the retainage withheld from prior submissions.

21. DEFAULT

Except as otherwise provided herein, if either party fails to carry out the obligations set forth herein or fails to meet the requirements of this contract, they shall be given a written notice describing the failure and shall be given ten (10) days to remedy such failure. Failure to promptly remedy the failure, shall give the non-defaulting party the right to immediately terminate this contract and permit the non-defaulting party the right to seek its remedies as may be available under this contract or the law.

22. TERMINATION BY BIDDER

If the City fails to make payment for work within forty-five (45) days of receipt of an invoice from

Bidder, the Bidder may, upon seven (7) additional days' written notice to the City, terminate this contract and recover from the City payment for work executed including reasonable overhead and profit on work executed, and reasonable costs incurred by reason of such termination.

23. TERMINATION BY CITY

The City may, at any time, upon ten (10) days written notice to Bidder, terminate this contract for the City's convenience and without cause. The Bidder shall be entitled to receive payment for work executed, and costs incurred by reason of such termination, along with reasonable overhead and profit, but shall not be entitled to any compensation for work not executed.

24. JURISDICTION

This contract shall be subject to the laws of the State of Michigan.

Bidder hereby agrees to all of the terms and conditions set forth in the Instructions to Bidders, the Terms and Conditions, the Specifications, the Invitation to Bid, and addendums thereto, if any.

Duly signed and authorized by the Bidder on this _____ day of _____, 20__.

SIGNED: _____

Title: _____ Bidder:

Address: _____

Email: _____

Phone: _____

This contract is hereby duly awarded to the Bidder on this _____ day of _____, 20__.

CITY OF MILAN

By: _____
Ed Kohler, Mayor

By: _____
Lavonna Wenzel, City Clerk

BIDDER DISCLOSURE STATEMENT

Milan Senior Activity Center Redesign RFP

Disclosure of Familial Relationship

The Bidder hereby represents and warrants, except as provided below, that no familial relationship exists between the owner(s) or any employees of the Bidder and any City official or City employee.

List and describe any familial relationships: _____

Disclosure of Substantial Interest in Business

The Bidder hereby represents and warrants, except as provided below, that no City official or City employee or their immediate family has any substantial interest in the Bidder's business.

List and describe any substantial interest held by a City official, City employee, or their immediate family in Bidder's business:

I certify and swear that to the best of my knowledge, information and belief the above information is true, accurate, and complete.

Signed: _____

Title: _____

Bidder: _____

Dated: _____

REFERENCES

Milan Senior Activity Center Redesign RFP

Reference #1

Business Name:	
Contact:	
Address:	
Phone Number:	
E-mail Address:	

Reference #2

Business Name:	
Contact:	
Address:	
Phone Number:	
E-mail Address:	

Reference #3

Business Name:	
Contact:	
Address:	
Phone Number:	
E-mail Address:	

SUPPLEMENTAL INSTRUCTIONS TO BIDDERS

These Supplemental Instructions to Bidders (SIB) amend or supplement the Instructions to Bidders. All provisions that are not so amended or supplemented remain in full force and effect.

A. Time of Completion & Construction Schedule

Prior to the execution of the Contract, the CONTRACTOR shall submit an outline of his proposed order of work and indicate dates for completing the major items of work. Major items shall be considered to be Spot Inspection of Service Line throughout the City of Milan. This schedule, when approved by the OWNER, shall become part of the Contract.

A pre-construction meeting shall be arranged prior to the start of work. The CONTRACTOR shall bring a tentative schedule to the pre-construction meeting. At this time, all Contract requirements shall be reviewed.

It is anticipated that construction can begin as early as March 1, 2026. The CONTRACTOR shall complete the proposed work, final cleanup and restoration shall be finished by the project completion date, unless otherwise directed in writing by the OWNER or its ENGINEER.

Summary of anticipated dates:

Contract Award.....	June 16, 2026
Notice to Proceed.....	June 18, 2026
Construction Start Date	TBD
Substantial Completion Date	TBD
Project Completion	October 1, 2026

All requests for extensions of time shall be submitted in writing in accordance with Section 15 of the General Conditions. Such requests shall:

1. Detail the reason for the request.
2. Provide a realistic revised completion date.
3. Indicate any other areas that may be impacted by such an extension.

The CONTRACTOR shall request a deadline extension as soon as it has become apparent the completion date is unreasonable. In no case will a request be considered if it is submitted after the originally required completion date has passed.

BID FORM

Milan Senior Activity Center Redesign RFP
City of Milan

THIS BID IS SUBMITTED TO:

City of Milan

147 Wabash
Milan, MI 48160

The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with OWNER in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

Bidder accepts all of the terms and conditions of the Advertisement to Bid, Instructions to Bidders and Supplemental Instructions to Bidders.

In submitting this Bid, Bidder represents, as set forth in the Agreement, that:

- A. Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda, receipt of all which is hereby acknowledged.

Addenda No.	Addenda Date	Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____

- B. Bidder has visited the site and become familiar with and is satisfied as to the general, local and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the site (except underground facilities) which have been identified in the Supplemental Instructions to Bidders, and (2) reports and drawings of a hazardous environmental condition, if any, which has been identified in the Supplemental Instructions to Bidders.
- E. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface and underground facilities) at or contiguous to the site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be

employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents to be employed by Bidder, and safety precautions and programs incident thereto.

- F. Bidder does not consider that any further examinations, investigations, exploration, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by OWNER and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, reports and drawings identified in the Bidding Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Bidding Documents.
- I. Bidder has given OWNER written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by OWNER is acceptable to Bidder.
- J. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

Bidder further represents that this Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any individual or entity to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.

Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

BID FORM
City of Milan, State of Michigan

Item	Description	Estimated Quantity	Unit Price	Amount
1	Great Room Flooring	1 LSUM	_____	_____
2	Main Hall Update and Lighting	1 LSUM	_____	_____
3	Bathroom Remodel	1 LSUM	_____	_____
SUBTOTAL FOR total (Items 1-3)				\$ _____
Total Bid Amount (ITEM 1-3 incl.):				\$ _____

*Final bid includes completion of work included in all Divisions and Sections set forth in the Attached Project Manual and bid package.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price bid items will be based on actual quantities constructed in accordance with the Contract Documents.

Bidder agrees that the Work will be Substantially Complete on or before TBD, and completed and ready for final payment in accordance with the General Conditions on or before June 30, 2026.

Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work within the times specified above, which shall be stated in the Agreement.

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

- Bid Guarantee: Bid Bond
- Statement of Qualifications
- Subcontractor Listing
- Legal Status of Bidder

SUBMITTED on _____, 20 _____

State Contractor License No. _____ . (If applicable)

If Bidder is:

An Individual

Name (typed or
printed): _____

By: _____ (SEAL)
(Individual's signature)

Doing business
as: _____

Business address:

Phone No.: _____ FAX No.: _____

A Partnership

Partnership Name: _____ (SEAL)

By: _____
(Signature of general partner - attach evidence of authority to sign)

Name (typed or printed): _____

Business address: _____

Phone No.: _____ FAX _____
No.: _____

A Corporation

Corporation Name: _____ (SEAL)

State of incorporation: _____

Type (General Business, Professional, Service, Limited Liability): _____

By: _____
(Signature - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Attest: _____ (CORPORATE SEAL)
(Signature of Corporate Secretary)

Business address: _____

Phone No.: _____ FAX No.: _____

Date of Qualification to do business is:

A Joint Venture

Joint Venture Name: _____ (SEAL)

By: _____
(Signature of joint venture partner - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Business address: _____

Phone No.: _____ FAX No.: _____

Joint Venture Name: _____ (SEAL)

By: _____
(Signature of joint venture partner - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Business address: _____

Phone No.: _____ FAX No.: _____

Phone and FAX Number, and Address for receipt of official communications.

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above).

PROJECT MANUAL

CITY OF MILAN MILAN SENIOR ACTIVITY CENTER REDESIGN

Milan, MI



PROJECT NO. 0185-25-0020

**DATE: JANUARY 26, 2026
BID PACKAGE**

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SECTION 011000 - SUMMARY

PART 1 GENERAL

1.01 PROJECT

- A. Project Name: Milan Senior Activity Center Redesign
- B. Owner's Name: Milan Seniors for Healthy Living
- C. Design Professional's Name: OHM Advisors.
- D. The Project consists of the alteration of the Multipurpose Room and Womens and Mens Restrooms at the Milan Senior Center. The project consists of interior finish/fixture/lighting upgrades. Exterior work includes the addition of lighting fixtures.

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 drawings.
- B. Scope of alterations work is indicated on drawings.

1.04 WORK BY OWNER

- A. Owner will supply and install the following: Toilet Room Mirrors

1.05 OWNER OCCUPANCY

- A. Owner intends to continue to occupy adjacent portions of the existing building during the entire construction period.
- B. Owner intends to occupy the Project upon Substantial Completion.
- C. Cooperate with Owner to minimize conflict and to facilitate Owner's operations.
- D. Schedule the Work to accommodate Owner occupancy.

1.06 CONTRACTOR USE OF SITE AND PREMISES

- A. Construction Operations: Limited to areas noted on Drawings.
 - 1. Locate and conduct construction activities in ways that will limit disturbance to site.
- B. Arrange use of site and premises to allow:
 - 1. Owner occupancy.
 - 2. Use of site and premises by the public.
- C. Provide access to and from site as required by law and by Owner:
 - 1. Emergency Building Exits During Construction: Keep all exits required by code open during construction period; provide temporary exit signs if exit routes are temporarily altered.
 - 2. Do not obstruct roadways, sidewalks, or other public ways without permit.
- D. Existing building spaces may not be used for storage.
- E. Utility Outages and Shutdown:
 - 1. Prevent accidental disruption of utility services to other facilities.

1.07 WORK SEQUENCE

- A. Coordinate construction schedule and operations with Owner.

END OF SECTION

SECTION 012000 - PRICE AND PAYMENT PROCEDURES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Procedures for preparation and submittal of applications for progress payments.
- B. Documentation of changes in Contract Sum and Contract Time.
- C. Change procedures.
- D. Correlation of Contractor submittals based on changes.
- E. Procedures for preparation and submittal of application for final payment.

1.02 SCHEDULE OF VALUES

- A. Use Schedule of Values Form: AIA G702 and Form AIA G703, edition stipulated in the Agreement or approved by Owner and Architect.
- B. Electronic media printout including equivalent information will be considered in lieu of standard form specified; submit draft to Architect for approval.
- C. Forms filled out by hand will not be accepted.
- D. Submit Schedule of Values in duplicate within 15 days after date of Owner-Contractor Agreement.
- E. Format: Utilize the Table of Contents of this Project Manual. Identify each line item with number and title of the specification section. Identify site mobilization.
- F. Revise schedule to list approved Change Orders, with each Application For Payment.
- G. Schedule of Values to be rounded to nearest dollar.

1.03 APPLICATIONS FOR PROGRESS PAYMENTS

- A. Payment Period: Submit at intervals stipulated in the Agreement.
- B. Use Form AIA G702 and Form AIA G703, edition stipulated in the Agreement.
- C. Forms filled out by hand will not be accepted.
- D. Notarize and Execute certification by signature of authorized officer.
- E. Use data from approved Schedule of Values. Provide dollar value in each column for each line item for portion of work performed and for stored products.
- F. List each authorized Change Order as a separate line item, listing Change Order number and dollar amount as for an original item of work.
- G. Submit all documents into a single combined electronic copy of each Application for Payment.
- H. Temporary Facilities: Show cost of temporary facilities and other major cost items that are not direct cost of actual work-in-place as separate line items.
- I. Allowances: Provide a separate line item in the schedule of values for each allowance.
- J. Stored Materials: Materials or equipment purchased or fabricated and stored, but not yet installed. Differentiate between items stored on-site and items stored off-site.
 - 1. Provide certificate of insurance, evidence of transfer of title to Owner, and consent of surety to payment for stored materials.
 - 2. Provide supporting documents that verifies amount required, such as paid invoices. Do not include overhead profit on stored materials.
 - 3. Provide photos of stored materials off-site.
- K. Waivers: Submit waivers from subcontractors, sub-subcontractors, and suppliers for construction period covered by the previous application.
 - 1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
 - 2. When an application shows completion of an item, submit conditional final or full waivers.

3. Submit executed waivers on forms acceptable to Owner.
- L. When Design Professional requires substantiating information, submit data justifying dollar amounts in question.

1.04 APPLICATION FOR INITIAL PAYMENT

- A. Items that must precede or coincide with submittal of first Application for Payment include the following:
 1. List of subcontractors
 2. Schedule of Values.
 3. Contractor's construction schedule
 4. Submittal schedule.
 5. List of Contractor's staff assignments.
 6. Copies of permits.

1.05 APPLICATION FOR PROGRESS PAYMENTS

- A. Include the following with the application.
 1. Required documents as noted in Owner Agreement.
 2. Construction progress schedule, revised and current as specified in 013000.
 3. Waivers, as applicable.
 4. Stored Materials Documentation.

1.06 MODIFICATION PROCEDURES

- A. For minor changes not involving an adjustment to the Contract Sum or Contract Time, Design Professional will issue instructions directly to Contractor.
- B. For other required changes, Design Professional will issue a document signed by Owner instructing Contractor to proceed with the change, for subsequent inclusion in a Change Order.
 1. The document will describe the required changes and will designate method of determining any change in Contract Sum or Contract Time.
 2. Promptly execute the change.
- C. For changes for which advance pricing is desired, Design Professional will issue a document that includes a detailed description of a proposed change with supplementary or revised drawings and specifications, a change in Contract Time for executing the change. Contractor shall prepare and submit a fixed price quotation within 10 days.
- D. Contractor may propose a change by submitting a request for change to Design Professional, describing the proposed change and its full effect on the work, with a statement describing the reason for the change, and the effect on the Contract Sum and Contract Time with full documentation. Document any requested substitutions in accordance with Section 016000.
- E. Computation of Change in Contract Amount: As specified in the Agreement and Conditions of the Contract.
 1. For change requested by Design Professional for work falling under a fixed price contract, the amount will be based on Contractor's price quotation.
 2. For change requested by Contractor, the amount will be based on the Contractor's request for a Change Order as approved by Design Proe.
 3. For pre-determined unit prices and quantities, the amount will be based on the fixed unit prices.
 4. For change ordered by Design Professional without a quotation from Contractor, the amount will be determined by Design Professional based on the Contractor's substantiation of costs as specified for Time and Material work.
- F. Substantiation of Costs: Provide full information required for evaluation.
 1. On request, provide the following data:
 - a. Quantities of products, labor, and equipment.
 - b. Taxes, insurance, and bonds.
 - c. Overhead and profit.

- d. Justification for any change in Contract Time.
- e. Credit for deletions from Contract, similarly documented.
- 2. Support each claim for additional costs with additional information:
 - a. Origin and date of claim.
 - b. Dates and times work was performed, and by whom.
 - c. Time records and wage rates paid.
 - d. Invoices and receipts for products, equipment, and subcontracts, similarly documented.
- G. Execution of Change Orders: Design Professional will issue Change Orders for signatures of parties as provided in the Conditions of the Contract.
- H. After execution of Change Order, promptly revise Schedule of Values and Application for Payment forms to record each authorized Change Order as a separate line item and adjust the Contract Sum.

1.07 APPLICATION FOR FINAL PAYMENT

- A. Application for Final Payment will not be considered until the following have been accomplished:
 - 1. All closeout procedures specified in Section 017000.
- B. After completing Project closeout requirements, submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited to, the following:
 - 1. Evidence of completion of Project closeout requirements.
 - 2. Certification of completion of punch list items.
 - 3. Insurance certificates for products and completed operations where required.
 - 4. Updated final statement, accounting for final changes to the Contract Sum.
 - 5. Contractor's Affidavits for final payments to claims.
 - 6. Consent of Surety to final
 - 7. Final meter readings for utilities.
 - 8. Final liquidated damages settlement statement.
 - 9. Waivers and releases.

END OF SECTION

SECTION 012500 - SUBSTITUTION PROCEDURES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Procedural requirements for proposed substitutions.

1.02 DEFINITIONS

- A. Substitutions: Changes from Contract Documents requirements proposed by Contractor to materials, products, assemblies, and equipment.
 - 1. Substitutions for Cause: Proposed due to changed Project circumstances beyond Contractor's control.
 - a. Regulatory changes.
 - 2. Substitutions for Convenience: Proposed due to possibility of offering substantial advantage to the Project.
 - a. Substitution requests offering advantages solely to the Contractor will not be considered.

1.03 REFERENCE STANDARDS

- A. CSI/CSC Form 1.5C - Substitution Request (During the Bidding/Negotiating Stage); Current Edition.
- B. CSI/CSC Form 13.1A - Substitution Request (After the Bidding/Negotiating Phase); Current Edition.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 GENERAL REQUIREMENTS

- A. A Substitution Request for products, assemblies, materials, and equipment constitutes a representation that the submitter:
 - 1. Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product, equipment, assembly, or system.
 - 2. Agrees to provide the same warranty for the substitution as for the specified product.
 - 3. Agrees to provide same or equivalent maintenance service and source of replacement parts, as applicable.
 - 4. 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.
 - 5. Waives claims for additional costs or time extension that may subsequently become apparent.
- B. Document each request with complete data substantiating compliance of proposed substitution with Contract Documents. Burden of proof is on proposer.
 - 1. Note explicitly any non-compliant characteristics.
- C. Content: Include information necessary for tracking the status of each Substitution Request, and information necessary to provide an actionable response.
 - 1. Forms indicated in the Project Manual are adequate for this purpose, and must be used.
- D. Limit each request to a single proposed substitution item.
 - 1. Submit an electronic document, combining the request form with supporting data into single document.

3.02 SUBSTITUTION PROCEDURES DURING PROCUREMENT

- A. Submittal Time Restrictions:
 - 1. Owner will consider requests for substitutions only if submitted at least 10 days prior to the date for receipt of bids.
- B. Submittal Form (before award of contract):

1. Submit substitution requests by completing CSI/CSC Form 1.5C - Substitution Request. See this form for additional information and instructions. Use only this form; other forms of submission are unacceptable.

3.03 SUBSTITUTION PROCEDURES DURING CONSTRUCTION

- A. Submittal Form (after award of contract):
 1. Submit substitution requests by completing CSI/CSC Form 13.1A - Substitution Request (After Bidding/Negotiating). See this form for additional information and instructions. Use only this form; other forms of submission are unacceptable.
- B. Submit request for Substitution for Cause within 14 days of discovery of need for substitution, but not later than 14 days prior to time required for review and approval by Design Professional, in order to stay on approved project schedule.
- C. Submit request for Substitution for Convenience within 14 days of discovery of its potential advantage to the project, but not later than 14 days prior to time required for review and approval by Design Professional, in order to stay on approved project schedule.
 1. In addition to meeting general documentation requirements, document how the requested substitution benefits the Owner through cost savings, time savings, greater energy conservation, or in other specific ways.
 2. Document means of coordinating of substitution item with other portions of the work, including work by affected subcontractors.
 3. Bear the costs engendered by proposed substitution of:
 - a. Owner's compensation to the Design Professional for any required redesign, time spent processing and evaluating the request.
- D. Substitutions will not be considered under one or more of the following circumstances:
 1. When they are indicated or implied on shop drawing or product data submittals, without having received prior approval.
 2. Without a separate written request.

3.04 RESOLUTION

- A. Design Professional may request additional information and documentation prior to rendering a decision. Provide this data in an expeditious manner.
- B. Design Professional will notify Contractor in writing of decision to accept or reject request.
 1. Design P's decision following review of proposed substitution will be noted on the submitted form.

3.05 ACCEPTANCE

- A. Accepted substitutions change the work of the Project. They will be documented and incorporated into work of the project by Change Order, Construction Change Directive, Architectural Supplementary Instructions, or similar instruments provided for in the Conditions of the Contract.

END OF SECTION

SECTION 013000 - ADMINISTRATIVE REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. General administrative requirements.
- B. Electronic document submittal service.
- C. Preconstruction meeting.
- D. Progress meetings.
- E. Construction progress schedule.
- F. Contractor's daily reports.
- G. Submittals for review, information, and project closeout.
- H. Number of copies of submittals.
- I. Requests for Interpretation (RFI) procedures.
- J. Submittal procedures.

1.02 RELATED REQUIREMENTS

- A. Section 016000 - Product Requirements: General product requirements.
- B. Section 017000 - Execution and Closeout Requirements: Additional coordination requirements.
- C. Section 017800 - Closeout Submittals: Project record documents; operation and maintenance data; warranties and bonds.

1.03 GENERAL ADMINISTRATIVE REQUIREMENTS

- A. Comply with requirements of Section 017000 - Execution and Closeout Requirements for coordination of execution of administrative tasks with timing of construction activities.
- B. Make the following types of submittals to Design Professional:
 - 1. Requests for Interpretation (RFI).
 - 2. Requests for substitution.
 - 3. Shop drawings, product data, and samples.
 - 4. Test and inspection reports.
 - 5. Design data.
 - 6. Manufacturer's instructions and field reports.
 - 7. Applications for payment and change order requests.
 - 8. Progress schedules.
 - 9. Coordination drawings.
 - 10. Correction Punch List and Final Correction Punch List for Substantial Completion.
 - 11. Closeout submittals.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 ELECTRONIC DOCUMENT SUBMITTAL SERVICE

- A. All documents transmitted for purposes of administration of the contract are to be in electronic (PDF, MS Word, or MS Excel) format, as appropriate to the document, and transmitted via an Internet-based submittal service that receives, logs and stores documents, provides electronic stamping and signatures, and notifies addressees via email.
 - 1. Besides submittals for review, information, and closeout, this procedure applies to Requests for Interpretation (RFIs), progress documentation, contract modification documents (e.g. supplementary instructions, change proposals, change orders), applications for payment, field reports and meeting minutes, Contractor's correction punchlist, and any other document any participant wishes to make part of the project record.

2. Contractor and Design Professional are required to use this service.
 3. It is Contractor's responsibility to submit documents in allowable format.
 4. Subcontractors, suppliers, and Architect's consultants will be permitted to use the service at no extra charge.
 5. Users of the service need an email address, internet access, and PDF review software that includes ability to mark up and apply electronic stamps (such as Adobe Acrobat, www.adobe.com, or Bluebeam PDF Revu, www.bluebeam.com), unless such software capability is provided by the service provider.
 6. Paper document transmittals will not be reviewed; emailed electronic documents will not be reviewed.
 7. All other specified submittal and document transmission procedures apply, except that electronic document requirements do not apply to samples or color selection charts.
- B. Training: One, one-hour, web-based training session will be arranged for all participants, with representatives of Design Professional and Contractor participating; further training is the responsibility of the user of the service.
- C. Project Closeout: Design Professional will determine when to terminate the service for the project and is responsible for obtaining archive copies of files for Owner.

3.02 PRECONSTRUCTION MEETING

- A. Schedule meeting after Notice of Award.
- B. Attendance Required:
1. Owner.
 2. Contractor.
- 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, including, but not limited to, Owner, Contractor, Key Subcontractors, testing agencies, and Design Professional.
 6. Site Safety.
 7. Procedures and processing of field decisions, submittals, substitutions, applications for payments, proposal request, Change Orders, and Contract closeout procedures.
 8. Scheduling.
 9. Use of premises including review of temporary facilities, staging and storage areas, deliveries, temporary utility requirements and procedures, security, progress cleanings, and contractor parking.
 10. Critical work sequencing
 11. Procedures for shut downs and coordination with Owner work or requirements.
 12. Permitting and inspection requirements.
- D. Record minutes and distribute copies within two days after meeting to participants, with two copies to Design Professional, Owner, participants, and those affected by decisions made.

3.03 PROGRESS MEETINGS

- A. Schedule and administer meetings throughout progress of the work at maximum bi-weekly intervals.
- B. Owner will make arrangements for meetings, prepare agenda with copies for participants, preside at meetings.
- C. Attendance Required:
1. Contractor.
 2. Owner.

3. 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. Review of RFIs log and status of responses.
 7. Maintenance of progress schedule.
 8. Corrective measures to regain projected schedules.
 9. Planned progress during succeeding work period.
 10. Maintenance of quality and work standards.
 11. Effect of proposed changes on progress schedule and coordination.
 12. Other business relating to work.
 13. Review status of payment requests, change orders, or pending claims and disputes.
 14. Review future sequence of operations required for identified work.
- E. Record minutes and distribute copies within two days after meeting to participants, with two copies to Design Professional, Owner, participants, and those affected by decisions made.

3.04 CONSTRUCTION PROGRESS SCHEDULE

- A. Submittals
1. Within 10 days after date of the Agreement, submit preliminary schedule defining planned operations for the first 60 days of work, with a general outline for remainder of work.
 2. If preliminary schedule requires revision after review, submit revised schedule within 10 days.
 3. Within 20 days after review of preliminary schedule, submit draft of proposed complete schedule for review.
 - a. Include written certification that major contractors have reviewed and accepted proposed schedule.
 4. Within 10 days after joint review, submit complete schedule.
 5. Submit updated schedule with each Application for Payment.
- B. Format
1. Sheet Size: Multiples of 8-1/2 x 11, or 11 x 17 inches.
 2. Prepare in the form of a horizontal bar chart.
- C. Content
1. Show complete sequence of construction by activity, with dates for beginning and completion of each element of construction.
 2. Identify work of separate stages and other logically grouped activities.
 3. Include conferences and meetings in schedule, i
 4. Indicate progress of each activity and changes required to maintain date of Substantial Completion.

3.05 REQUESTS FOR INTERPRETATION (RFI)

- A. Definition: A request seeking one of the following:
1. An interpretation, amplification, or clarification of some requirement of Contract Documents arising from inability to determine from them the exact material, process, or system to be installed; or when the elements of construction are required to occupy the same space (interference); or when an item of work is described differently at more than one place in Contract Documents.
 2. A resolution to an issue which has arisen due to field conditions and affects design intent.
- B. Whenever possible, request clarifications at the next appropriate project progress meeting, with response entered into meeting minutes, rendering unnecessary the issuance of a formal RFI.

- C. Preparation: Prepare an RFI immediately upon discovery of a need for interpretation of Contract Documents. Failure to submit a RFI in a timely manner is not a legitimate cause for claiming additional costs or delays in execution of the work.
 - 1. Prepare a separate RFI for each specific item.
 - a. Review, coordinate, and comment on requests originating with subcontractors and/or materials suppliers.
 - b. Do not forward requests which solely require internal coordination between subcontractors.
 - 2. Prepare using software provided by the Electronic Document Submittal Service.
- D. Reason for the RFI: Prior to initiation of an RFI, carefully study all Contract Documents to confirm that information sufficient for their interpretation is definitely not included.
 - 1. Improper RFIs: Requests not prepared in compliance with requirements of this section, and/or missing key information required to render an actionable response. They will be returned without a response, with an explanatory notation.
 - 2. Frivolous RFIs: Requests regarding information that is clearly indicated on, or reasonably inferable from, Contract Documents, with no additional input required to clarify the question. They will be returned without a response, with an explanatory notation.
- E. Content: Include identifiers necessary for tracking the status of each RFI, and information necessary to provide an actionable response.
 - 1. Official Project name and number, and any additional required identifiers established in Contract Documents.
 - 2. Owner's, Design Professional's, and Contractor's names.
 - 3. Discrete and consecutive RFI number, and descriptive subject/title.
 - 4. Issue date, and requested reply date.
 - 5. Reference to particular Contract Document(s) requiring additional information/interpretation. Identify pertinent drawing and detail number and/or specification section number, title, and paragraph(s).
 - 6. Annotations: Field dimensions and/or description of conditions which have engendered the request.
 - 7. Contractor's suggested resolution: A written and/or a graphic solution, to scale, is required in cases where clarification of coordination issues is involved, for example; routing, clearances, and/or specific locations of work shown diagrammatically in Contract Documents. If applicable, state the likely impact of the suggested resolution on Contract Time or the Contract Sum.
- F. Attachments: Include sketches, coordination drawings, descriptions, photos, submittals, and other information necessary to substantiate the reason for the request.
- G. RFI Log: Prepare and maintain a tabular log of RFIs for the duration of the project.
 - 1. Indicate current status of every RFI. Update log promptly and on a regular basis.
 - 2. Note dates of when each request is made, and when a response is received.
 - 3. Highlight items requiring priority or expedited response.
- H. Review Time: Design Professional will respond and return RFIs to Contractor within seven calendar days of receipt. For the purpose of establishing the start of the mandated response period, RFIs received after 12:00 noon will be considered as having been received on the following regular working day.
 - 1. Response period may be shortened or lengthened for specific items, subject to mutual agreement, and recorded in a timely manner in progress meeting minutes.
- I. Responses: Content of answered RFIs will not constitute in any manner a directive or authorization to perform extra work or delay the project. If in Contractor's belief it is likely to lead to a change to Contract Sum or Contract Time, promptly issue a notice to this effect, and follow up with an appropriate Change Order request to Owner.

1. Response may include a request for additional information, in which case the original RFI will be deemed as having been answered, and an amended one is to be issued forthwith. Identify the amended RFI with an R suffix to the original number.
2. Do not extend applicability of a response to specific item to encompass other similar conditions, unless specifically so noted in the response.
3. Upon receipt of a response, promptly review and distribute it to all affected parties, and update the RFI Log.
4. Notify Design Professional within seven calendar days if an additional or corrected response is required by submitting an amended version of the original RFI, identified as specified above.

3.06 SUBMITTAL SCHEDULE

- A. Submit to Design Professional for review a schedule for submittals in tabular format.
 1. Coordinate with Contractor's construction schedule and schedule of values.
 2. Format schedule to allow tracking of status of submittals throughout duration of construction.
 3. Arrange information to include scheduled date for initial submittal, specification number and title, submittal category (for review or for information), description of item of work covered, and role and name of subcontractor.
 4. Account for time required for preparation, review, manufacturing, fabrication and delivery when establishing submittal delivery and review deadline dates.
 - a. For assemblies, equipment, systems comprised of multiple components and/or requiring detailed coordination with other work, allow for additional time to make corrections or revisions to initial submittals, and time for their review.
 5. Coordinate submittals for related parts of the Work specified in different Sections, so processing will not be delayed because of a need to review submittals concurrently for coordination.
 6. Submit actional submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.

3.07 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 Design Professional for review for the limited purpose of checking for compliance with information given and the design concept expressed in Contract Documents.
- C. Samples will be reviewed for aesthetic, color, or finish selection.
- D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record documents purposes described in Section 017800 - Closeout Submittals.

3.08 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..
 8. Other types indicated.
- B. Submit for Design Professional's knowledge as contract administrator or for Owner.

3.09 SUBMITTALS FOR PROJECT CLOSEOUT

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

3.10 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;
 - 1. After review, produce duplicates.
 - 2. One sample will be retained by Owner.
 - 3. Retained samples will not be returned to Contractor unless specifically so stated.

3.11 SUBMITTAL PROCEDURES

- A. General Requirements:
 - 1. Use a single transmittal for related items.
 - 2. Submit separate packages of submittals for review and submittals for information, when included in the same specification section.
 - 3. Transmit using approved form.
 - a. Use Contractor's form, subject to prior approval by Design Professional.
 - 4. Sequentially identify each item. For revised submittals use original number and a sequential numerical suffix.
 - 5. Identify: Project; Contractor; subcontractor or supplier; pertinent drawing and detail number; and specification section number and article/paragraph, as appropriate on each copy.
 - 6. 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.
 - 7. Schedule submittals to expedite the Project, and coordinate submission of related items.
 - a. For each submittal for review, allow 15 days excluding delivery time to and from the Contractor.
 - b. For sequential reviews involving Design Professional's consultants, Owner, or another affected party, allow an additional 7 days.
 - 8. Identify variations from Contract Documents and product or system limitations that may be detrimental to successful performance of the completed work.
 - 9. Provide space for Contractor and Design Professional review stamps.
 - 10. When revised for resubmission, identify all changes made since previous submission.
 - 11. Distribute reviewed submittals. Instruct parties to promptly report inability to comply with requirements.
 - 12. Incomplete submittals will not be reviewed, unless they are partial submittals for distinct portion(s) of the work, and have received prior approval for their use.
- B. Product Data Procedures:
 - 1. Submit only information required by individual specification sections.

2. Collect required information into a single submittal.
 3. Submit concurrently with related shop drawing submittal.
 4. 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. Do not reproduce Contract Documents to create shop drawings.
 3. 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. Include with transmittal high-resolution image files of samples to facilitate electronic review and approval. Provide separate submittal page for each item image.

3.12 SUBMITTAL REVIEW

- A. Submittals for Review: Design Professional will review each submittal, and approve, or take other appropriate action.
- B. Submittals for Information: Design Professional will acknowledge receipt and review. See below for actions to be taken.
- C. Design Professional's actions will be reflected by marking each returned submittal using virtual stamp on electronic submittals.
1. Notations may be made directly on submitted items and/or listed on appended Submittal Review cover sheet.
- D. Design Professional'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.
 - 1) Resubmit corrected item, with review notations acknowledged and incorporated. Resubmit separately, or as part of project record documents.
 2. Not Authorizing fabrication, delivery, and installation:
 - a. "Revise and Resubmit".
 - 1) Resubmit revised item, with review notations acknowledged and incorporated.
 - b. "Rejected".
 - 1) Submit item complying with requirements of Contract Documents.
 - c. "Submit Specified Item"
 - 1) Submit item complying with requirements of Contract Documents.
- E. Design Professional's and consultants' actions on items submitted for information:
1. Items for which no action was taken:
 - a. "Acknowledge Receipt" - to notify the Contractor that the submittal has been received for record only.

END OF SECTION

SECTION 014000 - QUALITY REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Quality assurance.
- B. References and standards.
- C. Control of installation.
- D. Tolerances.
- E. Defect Assessment.

1.02 RELATED REQUIREMENTS

- A. Section 016000 - Product Requirements: Requirements for material and product quality.

1.03 REFERENCE 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 Design Professional before proceeding.
- F. Neither the contractual relationships, duties, or responsibilities of the parties in Contract nor those of Design Professional 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 Design Professional 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 DEFECT ASSESSMENT

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

END OF SECTION

SECTION 016000 - 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 RELATED REQUIREMENTS

- A. Section 012500 - Substitution Procedures: Substitutions made during procurement and/or construction phases.
- B. Section 016116 - Volatile Organic Compound (VOC) Content Restrictions: Requirements for VOC-restricted product categories.
- C. Section 017419 - Construction Waste Management and Disposal: Waste disposal requirements potentially affecting product selection, packaging and substitutions.

1.03 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. Unforeseen historic items encountered remain the property of the Owner; notify Owner promptly upon discovery; protect, remove, handle, and store as directed by Owner.
- C. 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 outside the United States.
- C. Where other criteria are met, Contractor shall give preference to products that:
 - 1. If used on interior, have lower emissions, as defined in Section 016116.
 - 2. If wet-applied, have lower VOC content, as defined in Section 016116.
- D. Provide interchangeable components by the same manufacture for components being replaced.

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.

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 and place in location as directed; obtain receipt prior to final payment.

PART 3 EXECUTION

3.01 SUBSTITUTION LIMITATIONS

- A. See Section 012500 - Substitution Procedures.

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. See Section 017419.
 - 1. Structural Loading Limitations: Handle and store products and materials so as not to exceed static and dynamic load-bearing capacities of project floor and roof areas.
- B. Store and protect products in accordance with manufacturers' instructions.
- C. Store with seals and labels intact and legible.
- D. Arrange storage of materials and products to allow for visual inspection for the purpose of determination of quantities, amounts, and unit counts.
- 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. Protect products from damage or deterioration due to construction operations, weather, precipitation, humidity, temperature, sunlight and ultraviolet light, dirt, dust, and other contaminants.
- H. Comply with manufacturer's warranty conditions, if any.

- I. Do not store products directly on the ground.
- J. Cover products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.
- K. Store loose granular materials on solid flat surfaces in a well-drained area. Prevent mixing with foreign matter.
- L. Prevent contact with material that may cause corrosion, discoloration, or staining.
- M. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.
- N. 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 017000 - 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. Surveying for laying out the work.
- F. Cleaning and protection.
- G. Starting of systems and equipment.
- H. Demonstration and instruction of Owner personnel.
- I. Closeout procedures, including Contractor's Correction Punch List, except payment procedures.
- J. General requirements for maintenance service.

1.02 SUBMITTALS

- A. 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.

1.03 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 enclosures to prevent entry of dust generated outdoors.
 - 2. 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.
 - 1. Outdoors: Limit conduct of especially noisy exterior work to the hours of 8 am to 5 pm.
 - 2. Indoors: Limit conduct of especially noisy interior work to the hours of 6 pm to 7 am.

1.04 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 016000 - 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 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.

3.04 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. 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.
- C. Services (Including but not limited to HVAC, Plumbing, Fire Protection, Electrical, and Telecommunications): Remove, relocate, and extend existing systems to accommodate new construction.
1. Maintain existing active systems that are to remain in operation; maintain access to equipment and operational components; if necessary, modify installation to allow access or provide access panel.
 2. Where existing systems or equipment are not active and Contract Documents require reactivation, put back into operational condition; repair supply, distribution, and equipment as required.
 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.
 - a. Disable existing systems only to make switchovers and connections; minimize duration of outages.
 - b. Provide temporary connections as required to maintain existing systems in service.
 4. Verify that abandoned services serve only abandoned facilities.
 5. 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; patch holes left by removal using materials specified for new construction.
- 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.
- 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.

3.05 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. Cut rigid materials using masonry saw or core drill. Pneumatic tools not allowed without prior approval.
- F. Restore work with new products in accordance with requirements of Contract Documents.
- G. Fit work air tight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.
- H. At penetrations of fire rated walls, partitions, ceiling, or floor construction, completely seal voids with fire rated material in accordance with Section 078400, to full thickness of the penetrated element.
- 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.

3.06 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.

3.07 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. Remove protective coverings when no longer needed; reuse or recycle coverings if possible.

3.08 ADJUSTING

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

3.09 FINAL CLEANING

- A. Use cleaning materials that are nonhazardous.
- B. Clean interior and exterior glass, surfaces exposed to view; remove temporary labels, stains and foreign substances, polish transparent and glossy surfaces, vacuum carpeted and soft surfaces.
- C. Remove all labels that are not permanent. Do not paint or otherwise cover fire test labels or nameplates on mechanical and electrical equipment.
- D. Clean equipment and fixtures to a sanitary condition with cleaning materials appropriate to the surface and material being cleaned.
- E. Clean filters of operating equipment.
- F. Clean debris from roofs, gutters, downspouts, scuppers, overflow drains, area drains, drainage systems, and _____.
- G. Clean site; sweep paved areas, rake clean landscaped surfaces.
- H. Remove waste, surplus materials, trash/rubbish, and construction facilities from the site; dispose of in legal manner; do not burn or bury.

3.10 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 Design Professional 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 Design Professional's and Contractor's comprehensive list of items identified to be completed or corrected and submit to Design Professionals.
- F. Correct items of work listed in Final Correction Punch List and comply with requirements for access to Owner-occupied areas.
- G. Notify Design Professional when work is considered finally complete and ready for Design Professional's Substantial Completion final inspection.
- H. Complete items of work determined by Design Professional listed in executed Certificate of Substantial Completion.

END OF SECTION

SECTION 017800 - CLOSEOUT SUBMITTALS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Project record documents.
- B. Operation and maintenance data.
- C. Materials transparency manual.
- D. Warranties and bonds.

1.02 RELATED REQUIREMENTS

- A. Section 013000 - Administrative Requirements: Submittals procedures, shop drawings, product data, and samples.
- B. Section 017000 - Execution and Closeout Requirements: Contract closeout procedures.
- C. Individual Product Sections: Specific requirements for operation and maintenance data.
- D. Individual Product Sections: Warranties required for specific products or Work.

1.03 SUBMITTALS

- A. Project Record Documents: Submit documents to Design Professional with claim for final Application for Payment.
- B. Operation and Maintenance Data:
 - 1. For equipment, or component parts of equipment put into service during construction and operated by Owner, submit completed documents within ten days after acceptance.
 - 2. Submit one copy of completed documents 15 days prior to final inspection. This copy will be reviewed and returned after final inspection, with Design Professional's comments. Revise content of all document sets as required prior to final submission.
 - 3. Submit two sets of revised final documents in final form within 10 days after final inspection.
- C. Materials Transparency Manual:
 - 1. Compile and submit a digital and a printed version of information disclosing materials content for interior finishes, furnishings (including workstations), built-in furniture. Meet IWBI (BS) requirements for format and content.
- D. 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. Addenda.
 - 3. Change Orders and other modifications to the Contract.
 - 4. Reviewed shop drawings, product data, and samples.
- 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. Record Drawings and Shop Drawings: Legibly mark each item to record actual construction including:
 1. Measured depths of foundations in relation to finish main 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. Product Data: Mark each sheet to clearly identify specific products and component parts, and data applicable to installation. Delete inapplicable information.
- B. 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.
- C. 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. 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.
- B. Additional information as specified in individual product specification sections.
- C. 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 OPERATION AND MAINTENANCE DATA FOR EQUIPMENT AND SYSTEMS

- A. For Each Item of Equipment and Each System:
 1. Description of unit or system, and component parts.
 2. Identify function, normal operating characteristics, and limiting conditions.
 3. Include performance curves, with engineering data and tests.
 4. Complete nomenclature and model number of replaceable parts.
- B. 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.
- C. Panelboard Circuit Directories: Provide electrical service characteristics, controls, and communications; typed.
- D. Include color coded wiring diagrams as installed.
- E. Operating Procedures: Include start-up, break-in, and routine normal operating instructions and sequences. Include regulation, control, stopping, shut-down, and emergency instructions. Include summer, winter, and any special operating instructions.
- F. Maintenance Requirements: Include routine procedures and guide for preventative maintenance and trouble shooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.
- G. Provide servicing and lubrication schedule, and list of lubricants required.
- H. Include manufacturer's printed operation and maintenance instructions.
- I. Include sequence of operation by controls manufacturer.

- J. Provide original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
- K. Provide control diagrams by controls manufacturer as installed.
- L. Provide Contractor's coordination drawings, with color coded piping diagrams as installed.
- M. Provide charts of valve tag numbers, with location and function of each valve, keyed to flow and control diagrams.
- N. Provide list of original manufacturer's spare parts, current prices, and recommended quantities to be maintained in storage.
- O. Include test and balancing reports.
- P. Additional Requirements: As specified in individual product specification sections.

3.05 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. Binders: Commercial quality, 8-1/2 by 11 inch (216 by 280 mm) three D side ring binders with durable plastic covers; 2 inch (50 mm) maximum ring size. When multiple binders are used, correlate data into related consistent groupings.
- D. Cover: Identify each binder with typed or printed title OPERATION AND MAINTENANCE INSTRUCTIONS; identify title of Project; identify subject matter of contents.
- E. Project Directory: Title and address of Project; names, addresses, and telephone numbers of Design Professional, Consultants, Contractor and subcontractors, with names of responsible parties.
- F. 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.
- G. 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.
- H. Text: Manufacturer's printed data, or typewritten data on 20 pound paper.
- I. Drawings: Provide with reinforced punched binder tab. Bind in with text; fold larger drawings to size of text pages.

3.06 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. Include originals of each in operation and maintenance manuals, indexed separately on Table of Contents.

END OF SECTION

SECTION 024100 - DEMOLITION

PART 1 GENERAL

1.01 SECTION INCLUDES

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

1.02 RELATED REQUIREMENTS

- A. Section 011000 - Summary: Limitations on Contractor's use of site and premises.
- B. Section 011000 - Summary: Description of items to be salvaged or removed for re-use by Contractor.
- C. Section 016000 - Product Requirements: Handling and storage of items removed for salvage and relocation.
- D. Section 017000 - 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 - Safety and Health Regulations for Construction; Current Edition.
- B. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2022, with Errata (2021).

1.04 PERFORMANCE REQUIREMENTS

- A. Comply with hovering EPA notification regulations before beginning selective demolition.
- B. Comply with hauling and disposal regulation of authorities having jurisdiction.
- C. All removed materials shall be legally disposed of off-site.

1.05 FIELD CONDITIONS

- A. Notify Owner of any discrepancies between existing conditions and Drawings before proceeding, or continuing, with selective demolition.
- B. Storage or sale of removed items or material on-site is not permitted.
- C. Arrange selective demolition schedule so as to not interfere with other activities and operations on site.]
- D. Staging for removed materials shall be limited to designated staging areas as coordinated with Owner during preconstruction meeting.
- E. Maintain and protect all existing remaining utilities and services on site and in the project area.

1.06 MATERIALS OWNERSHIP

- A. Unless to potentially have historical value to the owner, or otherwise indicated, demolition waste becomes the property of the Contractor.

PART 2 PRODUCTS -- NOT USED

PART 3 EXECUTION

3.01 DEMOLITION

- A. Remove the components and portions of the building as noted on the individual demolition sheets, as well as any residual materials, or portions thereof to provide properly prepared site conditions for the proposed work indicated.
- B. Remove other items indicated, for salvage, relocation, and recycling.

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. Obtain required permits.

2. Take precautions to prevent catastrophic or uncontrolled collapse of structures to be removed; do not allow worker or public access within range of potential collapse of unstable structures.
 3. Provide, erect, and maintain temporary barriers and security devices.
 4. Conduct operations to minimize effects on and interference with adjacent structures and occupants.
 5. Do not close or obstruct roadways or sidewalks without permits from authority having jurisdiction.
 6. 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.
 7. 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. Protect existing structures and other elements to remain in place and not removed.
1. Provide bracing and shoring.
 2. Prevent movement or settlement of adjacent structures.
 3. Stop work immediately if adjacent structures appear to be in danger.

3.03 EXISTING UTILITIES

- A. Coordinate work with utility companies. Notify utilities before starting work, comply with their requirements, and obtain required permits.
- B. Protect existing utilities to remain from damage.
- C. Do not disrupt public utilities without permit from authority having jurisdiction.
- D. Do not close, shut off, or disrupt existing life safety systems that are in use without at least 7 days prior written notification to Owner.
- E. Do not close, shut off, or disrupt existing utility branches or take-offs that are in use without at least 3 days prior written notification to Owner.
- F. Locate and mark utilities to remain; mark using highly visible tags or flags, with identification of utility type; protect from damage due to subsequent construction, using substantial barricades if necessary.
- G. Remove exposed piping, valves, meters, equipment, supports, and foundations of disconnected and abandoned utilities.

3.04 SELECTIVE DEMOLITION FOR ALTERATIONS

- A. Existing construction and utilities indicated on drawings are based on casual field observation and existing record documents only.
 1. Verify construction and utility arrangements are as indicated.
 2. Report discrepancies to Design Professional 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 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 to remain in operation, and maintain access to equipment and operational components.
 2. Where existing active systems serve occupied facilities but are to be replaced with new services, maintain existing systems in service until new systems are complete and ready for service.
 3. Verify that abandoned services serve only abandoned facilities before removal.

4. Remove abandoned pipe, ducts, conduits, and equipment, including those above accessible ceilings. Remove back to source of supply where possible, otherwise cap stub and tag with identification.
- D. Protect existing work to remain.
1. Prevent movement of structure. Provide shoring and bracing as required.
 2. Perform cutting to accomplish removal work neatly and as specified for cutting new work.
 3. Repair adjacent construction and finishes damaged during removal work.
 4. Patch to match new work.

3.05 DEBRIS AND WASTE REMOVAL

- A. Remove debris, junk, and trash from site on a daily basis. Do not allow material to accumulate.
- B. Leave site in clean condition, ready for subsequent work.
- C. Burning of any type is prohibited anywhere on site.
- D. Maintain the site in a clean and orderly fashion. Provide proper controls for dust, dirt, and debris throughout demolition and the project.

END OF SECTION

SECTION 087113 - POWER DOOR OPERATORS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Operators for swinging doors.
- B. Controllers, actuators, and safety devices.

1.02 DEFINITIONS

- A. Activation Device: Device that sends an electrical signal to door operator to open door when actuated.
- B. Knowing Act: Consciously initiating the opening of a power-operated door using acceptable methods, including wall-mounted switches such as push plates and controlled access devices such as keypads, card readers, and key switches.

1.03 REFERENCE STANDARDS

- A. Architectural Sheet A-101 for product information.
- B. ADA Standards - 2010 ADA Standards for Accessible Design; 2010.
- C. BHMA A156.19 - Power Assist and Low Energy Power Operated Swinging Doors; 2019.
- D. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- E. NFPA 101 - Life Safety Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.

1.04 SUBMITTALS

- A. Shop Drawings:
 - 1. Indicate layout and dimensions; head, jamb, and sill conditions; elevations; components, anchorage, recesses, materials, and finishes, electrical characteristics and connection requirements.
 - 2. Identify installation tolerances required, assembly conditions, routing of service lines and conduit, and locations of operating components and boxes.
- B. Product Data: Provide data on system components, sizes, features, and finishes.
- C. Samples: Two samples of exposed to view hardware and attachment hardware.
- D. Maintenance Data: Include manufacturer's parts list and maintenance instructions for each type of hardware and operating component.

1.05 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing products specified in this section, with not less than three years of documented experience, and a member of AAADM.
- B. Installer Qualifications: Company specializing in performing work of the type specified and with at least three years documented experience and approved by manufacturer.

1.06 WARRANTY

- A. Manufacturer Warranty: Provide 2-year manufacturer warranty for components of power door operators. Complete forms in Owner's name and register with manufacturer.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Operators for Swinging Doors:
 - 1. Manufacturer: Subject to compliance with requirements, provide products by the following:
 - a. Operator: Reference Architectural sheet A-101 for product information.
 - 1) Or Approved Equal.

2.02 POWER DOOR OPERATORS - GENERAL

- A. Electrically Operated or Controlled Hardware: Provide necessary power supplies, relays, and interfaces as required for proper operation; provide wiring between control components and to building power connection in compliance with NFPA 70.
- B. Comply with ADA Standards for egress requirements.
- C. Comply with NFPA 101 and requirements of authorities having jurisdiction; provide units selected for actual door weight and for light pedestrian traffic unless otherwise indicated.

2.03 OPERATORS FOR SWINGING DOORS

- A. Door Operator, Type ____: Hydraulic.
 - 1. Applications: Include operators for single doors.
 - 2. Electromechanical Operators: 3/16 hp (____ W) minimum, self-contained, gear driven, with release clutch.
 - 3. Speed Control: Variable, field-adjustable opening and closing cycles.
 - 4. Functionality: Low-energy power open, spring close operation.
 - a. Low-Energy Power Operators: Comply with BHMA A156.19; operator activated by pushing or pulling the door or by manual actuator, not a sensor; safeties not required.
 - 5. Mounting: Surface mounted overhead.
 - 6. Power Supply Units: Self-contained, electrically operated, and independent of door operator.
 - 7. Actuators: Manufacturer's standard.
 - a. Push-Side Actuator: Push plate.
 - b. Pull-Side Actuator: Push plate.
 - 8. Pull-Side Safety: Door mounted.

2.04 CONTROLLERS, ACTUATORS, AND SAFETY DEVICES

- A. Controllers: Manufacturer's standard for products specified.
- B. Actuators: Manufacturer's standard for products specified and as specified below.
 - 1. Push Plate Actuator: Standard, wall mounted, surface mounted, momentary contact type; satin stainless steel plate; 4 1/2 inches (4 1/2 mm) diameter; labeled PUSH.

2.05 FINISHES

- A. Aluminum Finishes: Manufacturer's standard.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify installation conditions including, but not limited to the following: opening sizes, floor conditions, plumb and level mounting surfaces.
- B. Verify that surfaces are ready to receive work and dimensions are as indicated on shop drawings.
- C. Verify that electric power is available, in the correct location, and of the correct characteristics.

3.02 INSTALLATION

- A. General: Do not install damaged components. Fit joints to produce hairline joints free of burrs and distortion. R
- B. Coordinate installation of components with related and adjacent work.
- C. Install equipment in accordance with manufacturer's instructions.

3.03 ADJUSTING

- A. Adjust door operators, controls, and hardware for smooth and safe operation, for tight closure, and complying with requirements in ANSI/BHMA A156.19 by AAADM Certified Technician.

3.04 CLEANING AND

- A. Clean surfaces promptly after installation.
- B. Remove excess sealant compounds, dirt, and other sub
- C. Repair damaged finish to match original finish.

END OF SECTION

SECTION 093000 - TILING

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Porcelain Tile

1.02 RELATED REQUIREMENTS

- A. Architectural Sheet A-101 for finishes.

1.03 DEFINITIONS

- A. General: Definitions in the ANSI A108 series of tile installation standards and in ANSI A137.1 apply to Work of this Section unless otherwise specified.
- B. Face Size: Actual tile size, excluding spacer lugs.
- C. Module Size: Actual tile size plus joint width indicated.

1.04 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site .
 - 1. Review requirements in ANSI A108.01 for substrates and for preparation by other trades.

1.05 ACTION SUBMITTALS

- A. Product data for each type of product.
- B. Shop Drawings: Show locations of each type of tile and tile pattern. Show widths, details, and locations of expansion, contraction, control, and isolation joints in tile substrates and finished tile surfaces.
- C. Samples for Verification:
 - 1. Full-size units of each type and composition of tile and for each color and finish required.
 - 2. Full-size units of each type of trim and accessory for each color and finish required.
 - 3. Stone thresholds in 6-inch lengths.
 - 4. Metal edge strips in 6-inch lengths.

1.06 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials that match and are from same production runs as products installed and that are packaged with protective covering for storage and identified with labels describing contents.
 - 1. Tile and Trim Units: Furnish quantity of full-size units equal to 3 percent of amount installed for each type, composition, color, pattern, and size indicated.
 - 2. Grout: Furnish quantity of grout equal to 3 percent of amount installed for each type, composition, and color indicated.

1.07 QUALITY ASSURANCE

- A. Installer Qualifications: Engage an experienced Installer who has successfully completed tile installation projects similar in material, design, and extent to that indicated for Project.

1.08 DELIVERY, STORAGE, AND HANDLING

- A. Deliver and store packaged materials in original containers with seals unbroken and labels intact until time of use. Comply with requirements in ANSI A137.1 for labeling tile packages.
- B. Store tile and cementitious materials on elevated platforms, under cover, and in a dry location.
- C. Store aggregates where grading and other required characteristics can be maintained and contamination can be avoided.
- D. Store liquid materials in unopened containers and protected from freezing.

1.09 FIELD CONDITIONS

- A. Environmental Limitations: Do not install tile until construction in spaces is complete and ambient temperature and humidity conditions are maintained at the levels indicated in referenced standards and manufacturer's written instructions.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Source Limitations for Tile: Obtain tile of each type and color or finish from single source or producer.
 - 1. Obtain tile of each type and color or finish from same production run and of consistent quality in appearance and physical properties for each contiguous area.
- B. Source Limitations for Setting and Grouting Materials: Obtain ingredients of a uniform quality for each mortar, adhesive, and grout component from single manufacturer and each aggregate from single source or producer.
 - 1. Obtain setting and grouting materials, except for unmodified Portland cement and aggregate, from single manufacturer.
 - 2. Obtain waterproof membrane and crack isolation membrane, except for sheet products, from manufacturer of setting and grouting materials.
- C. Source Limitations for Other Products: Obtain each of the following products specified in this Section from a single manufacturer:
 - 1. Waterproof membrane.
 - 2. Crack isolation membrane.
 - 3. Cementitious backer units.

2.02 PRODUCTS, GENERAL

- A. ANSI Ceramic Tile Standard: Provide tile that complies with ANSI A137.1 for types, compositions, and other characteristics indicated.
 - 1. Provide tile complying with Standard grade requirements unless otherwise indicated.
- B. ANSI Standards for Tile Installation Materials: Provide materials complying with ANSI A108.02, ANSI standards referenced in other Part 2 articles, ANSI standards referenced by TCNA installation methods specified in tile installation schedules, and other requirements specified.
- C. Factory Blending: For tile exhibiting color variations within ranges, blend tile in factory and package so tile units taken from one package show same range in colors as those taken from other packages and match approved Samples.
- D. Mounting: For factory-mounted tile, provide back- or edge-mounted tile assemblies as standard with manufacturer unless otherwise indicated.

2.03 TILE PRODUCTS

- A. Manufacturer: Subject to compliance with requirements provide products as follows:
 - 1. CT-1, CT-2, CT-3: Reference Architectural sheet A-101 for product information.
 - a. Or Approved Equal.

2.04 WATERPROOF MEMBRANES

- A. General: Manufacturer's standard product that complies with ANSI A118.10 and is recommended by the manufacturer for the application indicated. Include reinforcement and accessories recommended by manufacturer.
- B. Waterproof Membrane, Fluid-Applied: Liquid-latex rubber or elastomeric polymer.
 - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following
 - a. Custom Building Products; RedGard Waterproofing and Crack prevention membrane or 9240 Waterproofing and Anti-fracture membrane.
 - b. H.B. Fuller Construction Products Inc. / TEC; HydraFlex Waterproofing Crack Isolation Membrane.
 - c. Laticrete International, Inc; Blue 92 Anti-Fracture Membrane.

- d. MAPEI Corporation; Mapelastic AquaDefense Waterproofing and Crack Isolation Membrane.

2.05 GROUT MATERIALS

- A. High-Performance Tile Grout: ANSI A118.7.
 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following
 - a. Custom Building Products.
 - b. H.B. Fuller Construction Products Inc. / TEC.
 - c. Laticrete International, Inc.
 - d. MAPEI Corporation.
 2. Polymer Type:
 - a. Ethylene vinyl acetate or acrylic additive, in dry, redispersible form, prepackaged with other dry ingredients.
 - b. Acrylic resin or styrene-butadiene rubber in liquid-latex form for addition to prepackaged dry-grout mix.

2.06 MIXING MORTARS AND GROUT

- A. Mix mortars and grouts to comply with referenced standards and mortar and grout manufacturers' written instructions.
- B. Add materials, water, and additives in accurate proportions.
- C. Obtain and use type of mixing equipment, mixer speeds, mixing containers, mixing time, and other procedures to produce mortars and grouts of uniform quality with optimum performance characteristics for installations indicated.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Examine substrates, areas, and conditions where tile will be installed, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
 1. Verify that substrates for setting tile are firm; dry; clean; free of coatings that are incompatible with tile-setting materials, including curing compounds and other substances that contain soap, wax, oil, or silicone; and comply with flatness tolerances required by ANSI A108.01 for installations indicated.
 2. Verify that concrete substrates for tile floors installed with thinset mortar comply with surface finish requirements in ANSI A108.01 for installations indicated.
 - a. Verify that surfaces that received a steel trowel finish have been mechanically scarified.
 - b. Verify that protrusions, bumps, and ridges have been removed by sanding or grinding.
 3. Verify that installation of grounds, anchors, recessed frames, electrical and mechanical units of work, and similar items located in or behind tile has been completed.
 4. Verify that joints and cracks in tile substrates are coordinated with tile joint locations; if not coordinated, adjust joint locations in consultation with Architect.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.02 PREPARATION

- A. Fill cracks, holes, and depressions in concrete substrates for tile floors installed with thinset mortar with trowelable leveling and patching compound specifically recommended by tile-setting material manufacturer.
- B. Where indicated, prepare substrates to receive waterproof membrane by applying a reinforced mortar bed that complies with ANSI A108.1A and is sloped 1/4 inch per foot toward drains.
- C. Blending: For tile exhibiting color variations, verify that tile has been factory blended and packaged so tile units taken from one package show same range of colors as those taken from

other packages and match approved Samples. If not factory blended, either return to manufacturer or blend tiles at Project site before installing.

3.03 INSTALLATION OF CERAMIC TILE

- A. Comply with TCNA's "Handbook for Ceramic, Glass, and Stone Tile Installation" for TCNA installation methods specified in tile installation schedules. Comply with parts of the ANSI A108 series "Specifications for Installation of Ceramic Tile" that are referenced in TCNA installation methods, specified in tile installation schedules, and apply to types of setting and grouting materials used.
 - 1. For the following installations, follow procedures in the ANSI A108 series of tile installation standards for providing 95 percent mortar coverage:
 - a. Interior Floor Installation
 - 1) Ceramic Tile Installation: TCNA F-112-25 (Bonded Mortar Bed)
 - (a) Mortar Bed: A108.1A
 - (b) Ceramic Tile Type: CT-1
 - (c) Cementitious Bond Coat: A118.4
 - (d) Grout: Polymer-modified sanded or unsanded as recommended by grout manufacturer for joint size.
 - (e) Joint Size: 1/8"
- B. Extend tile work into recesses and under or behind equipment and fixtures to form complete covering without interruptions unless otherwise indicated. Terminate work neatly at obstructions, edges, and corners without disrupting pattern or joint alignments.
- C. Accurately form intersections and returns. Perform cutting and drilling of tile without marring visible surfaces. Carefully grind cut edges of tile abutting trim, finish, or built-in items for straight aligned joints. Fit tile closely to electrical outlets, piping, fixtures, and other penetrations so plates, collars, or covers overlap tile.
- D. Provide manufacturer's standard trim shapes where necessary to eliminate exposed tile edges.
- E. Where accent tile differs in thickness from field tile, vary setting-bed thickness so that tiles are flush.
- F. Jointing Pattern: Lay tile in grid pattern unless otherwise indicated. Lay out tile work and center tile fields in both directions in each space or on each wall area. Lay out tile work to minimize the use of pieces that are less than half of a tile. Provide uniform joint widths unless otherwise indicated.
 - 1. For tile mounted in sheets, make joints between tile sheets same width as joints within tile sheets so joints between sheets are not apparent in finished work.
 - 2. Where adjoining tiles on floor, base, walls, or trim are specified or indicated to be same size, align joints.
 - 3. Where tiles are specified or indicated to be whole integer multiples of adjoining tiles on floor, base, walls, or trim, align joints unless otherwise indicated.
- G. Joint Widths: Unless otherwise indicated, install tile with the following joint widths:
 - 1. 1/8".

3.04 INSTALLATION OF WATERPROOF MEMBRANES

- A. Install waterproof membrane to comply with ANSI A108.13 and manufacturer's written instructions to produce waterproof membrane of uniform thickness that is bonded securely to substrate.
- B. Allow waterproof membrane to cure and verify by testing that it is watertight before installing tile or setting materials over it.

3.05 ADJUSTING AND CLEANING

- A. Remove and replace tile that is damaged or that does not match adjoining tile. Provide new matching units, installed as specified and in a manner to eliminate evidence of replacement.

- B. Cleaning: On completion of placement and grouting, clean all ceramic tile surfaces so they are free of foreign matter.
 - 1. Remove grout residue from tile as soon as possible.
 - 2. Clean grout smears and haze from tile according to tile and grout manufacturer's written instructions but no sooner than 10 days after installation. Use only cleaners recommended by tile and grout manufacturers and only after determining that cleaners are safe to use by testing on samples of tile and other surfaces to be cleaned. Protect metal surfaces and plumbing fixtures from effects of cleaning. Flush surfaces with clean water before and after cleaning.

3.06 PROTECTION

- A. Protect installed tile work with kraft paper or other heavy covering during construction period to prevent staining, damage, and wear. If recommended by tile manufacturer, apply coat of neutral protective cleaner to completed tile walls and floors.
- B. Prohibit foot and wheel traffic from tiled floors for at least seven days after grouting is completed.
- C. Before final inspection, remove protective coverings and rinse neutral protective cleaner from tile surfaces.

END OF SECTION

SECTION 096500 - RESILIENT FLOORING

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Resilient tile flooring.
- B. Thermoplastic-rubber base.

1.02 RELATED REQUIREMENTS

- A. Architectural Sheet A-101 for finishes.

1.03 ACTION SUBMITTALS

- A. Resilient Sheet Flooring
 - 1. Product Data: For each type of product.
 - 2. Shop Drawings: Show installation details and locations of the following:
 - a. Floor patterns.
 - b. Seam locations for sheet flooring.
 - 3. Samples for Verification: For each type, color, and pattern of flooring specified, 6-inch-square in size and of same thickness and material indicated for the Work.
- B. Thermoplastic Rubber Base
 - 1. Product Data: For each type of product.
 - 2. Samples for Verification: For each type of product indicated and for each color, texture, and pattern required in manufacturer's standard-size Samples, but not less than 12 inches long.

1.04 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials, from the same product run, that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
 - 1. Resilient Sheet Flooring: Furnish full-width rolls of not less than 10 linear feet for each 500 linear feet or fraction thereof, of each type, color, and pattern of flooring installed.
 - 2. Thermoplastic Rubber Base: Furnish not less than 10 linear feet for every 500 linear feet or fraction thereof, of each type, color, pattern, and size of resilient product installed.

1.05 QUALITY ASSURANCE

- A. Flooring Installer Qualifications: An experienced installer who has completed sheet flooring installation methods indicated for this Project and similar in material, design, and extent to that indicated for this Project; who is acceptable to manufacturer; and whose work has resulted in installations with

1.06 DELIVERY, STORAGE, AND HANDLING

- A. Resilient Sheet Flooring:
 - 1. Deliver materials in original packages and containers, with seals unbroken, bearing manufacturer's labels indicating brand name and directions for storing.
 - 2. Store materials to prevent deterioration.
 - a. Store the material in a secure, clean and dry location. Maintain temperature between 65 and 85 deg Fahrenheit.
 - b. Store rolls upright.
- B. Thermoplastic Rubber Base:
 - 1. Store resilient products and installation materials in dry spaces protected from the weather, with ambient temperatures maintained within range recommended by manufacturer, but not less than 50 deg F or more than 90 deg F.

1.07 FIELD CONDITIONS

- A. Adhesively Applied Products:

1. Maintain ambient temperatures within range recommended by manufacturer, but not less than 70 deg F or more than 95 deg F, in spaces to receive resilient products during the following periods:
 - a. 48 hours before installation.
 - b. During installation.
 - c. 48 hours after installation.
2. After installation and until Substantial Completion, maintain ambient temperatures within range recommended by manufacturer, but not less than 55 deg F or more than 95 deg F.
3. Close spaces to traffic during flooring installation.
4. Close spaces to traffic for 48 hours after flooring installation unless manufacturer recommends longer period in writing.
5. Install resilient products after other finishing operations, including painting, have been completed.

B. Concrete subfloor surface pH level within the 7-9 range dependent upon installation type.

1.08 WARRANTY

A. Materials: Standard warranty by the manufacturer against product defects for 3 years.

PART 2 PRODUCTS

2.01 SOLID VINYL FLOOR TILE

- A. Manufacturers: Subject to compliance with requirements, provide products by the following:
1. LVT-1: Reference Architectural sheet A-101 for product information.
 - a. Or Approved Equal.

2.02 THERMOPLASTIC-RUBBER BASE RB-1

- A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following
1. Flexco.
 2. Johnsonite; a Tarkett Company.
 3. Roppe Corporation.
- B. Product Standard: ASTM F 1861, Type TP (rubber, thermoplastic).
1. Group: I (Solid, homogeneous).
 2. Style and Location:
 - a. Style A, Cove
- C. Height: 4 inches.
- D. Lengths: Coils in manufacturer's standard length.
- E. Outside Corners: Job formed.
- F. Inside Corners: Job formed.
- G. Colors: Reference Architectural sheet A-101 for product information.

2.03 INSTALLATION MATERIALS

- A. Trowelable Leveling and Patching Compound: Latex-modified, hydrauling-cement-based formulation approved by flooring manufacturer.
- B. Adhesives: Water-resistant type recommended by resilient-product manufacturer for resilient products and substrate conditions indicated.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Examine substrates, with installer present, for compliance with requirements for maximum moisture content and other conditions affecting performance of the Work.

1. Verify that finishes of substrates comply with tolerances and other requirements specified in other Sections and that substrates are free of cracks, ridges, depressions, scale, and foreign deposits that might interfere with adhesion of resilient products.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.02 PREPARATION

- A. Prepare substrates according to manufacturer's written instructions to ensure adhesion of resilient products.
- B. Concrete Substrates: Prepare according to ASTM F 710
1. Verify that substrates are dry and free of curing compounds, sealers, and hardeners.
 2. Remove substrate coatings and other substances that are incompatible with adhesives and that contain soap, wax, oil, or silicone, using mechanical methods recommended by manufacturer. Do not use solvents.
 3. Alkalinity and Adhesion Testing: Perform tests recommended by manufacturer. Proceed with installation only after substrate alkalinity falls within range on pH scale recommended by manufacturer in writing, but not less than 5 or more than 9 pH.
 4. Moisture Testing: Perform tests so that each test area does not exceed 200 sq. ft., and perform no fewer than three tests in each installation area and with test areas evenly spaced in installation areas.
 - a. Anhydrous Calcium Chloride Test: ASTM F 1869. Proceed with installation only after substrates have maximum moisture-vapor-emission rate of 3 lb of water/1000 sq. ft. in 24 hours.
 - b. Relative Humidity Test: Using in-situ probes, ASTM F 2170. Proceed with installation only after substrates have a maximum 75 percent relative humidity level measurement.
- C. Use trowelable leveling and patching compound to fill cracks, holes, and depressions in substrates.
- D. Do not install resilient products until materials are the same temperature as space where they are to be installed.
1. At least 48 hours in advance of installation, move resilient products and installation materials into spaces where they will be installed.
- E. Immediately before installation, sweep and vacuum clean substrates to be covered by resilient products.

3.03 FLOORING INSTALLATION, GENERAL

- A. Comply with manufacturer's written installation instructions.
- B. Scribe, cut, and fit flooring to butt neatly and tightly to vertical surfaces, equipment, anchors, floor outlets, and other interruptions of floor surface.
- C. Extend flooring into toe spaces, door reveals, closets, and similar openings unless otherwise indicated.
- D. Maintain reference markers, holes, and openings that are in place or marked for future cutting by repeating subfloor markings on flooring. Use nonpermanent, nonstaining marking device.

3.04 INSTALLATION - RESILIENT BASE

- A. Comply with manufacturer's written instructions for installing resilient base.
- B. Apply resilient base to walls, columns, pilasters, casework and cabinets in toe spaces, and other permanent fixtures in rooms and areas where base is required.
- C. Install resilient base in lengths as long as practical without gaps at seams and with tops of adjacent pieces aligned.
- D. Tightly adhere resilient base to substrate throughout length of each piece, with base in continuous contact with horizontal and vertical substrates.
- E. Do not stretch resilient base during installation.

- F. On masonry surfaces or other similar irregular substrates, fill voids along top edge of resilient base with manufacturer's recommended adhesive filler material.
- G. Preformed Corners: Install preformed corners before installing straight pieces.
- H. Job-Formed Corners:
 - 1. Outside Corners: Use straight pieces of maximum lengths possible and form with returns not less than 3 inches in length.
 - a. Form without producing discoloration (whitening) at bends.
 - 2. Inside Corners: Use straight pieces of maximum lengths possible and form with returns not less than 3 inches in length.
 - a. Miter or cope corners to minimize open joints.

3.05 CLEANING AND PROTECTION

- A. Comply with manufacturer's written instructions for cleaning and protecting resilient products.
- B. Perform the following operations immediately after completing resilient-product installation:
 - 1. Remove adhesive and other blemishes from surfaces.
 - 2. Sweep and vacuum horizontal surfaces thoroughly.
 - 3. Damp-mop horizontal surfaces to remove marks and soil.
- C. Protect resilient products from mars, marks, indentations, and other damage from construction operations and placement of equipment and fixtures during remainder of construction period.
 - 1. Do not move heavy and sharp objects directly over flooring. Protect flooring with plywood or hardboard panels to prevent damage from storing or moving objects over flooring.

END OF SECTION

SECTION 097200 - WALL COVERINGS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Wall coverings.

1.02 RELATED REQUIREMENTS

- A. Architectural Sheet A-101 for finishes.
- B. Section 099123 "Interior Painting": Substrate preparation.

1.03 SUBMITTALS

- A. Product Data: Manufacturer's data sheets for wall covering and adhesive. Indicate compliance with specified flame spread and smoke developed ratings.
- B. Samples: Submit two samples of wall covering, 6 by 6 inches (152 by 152 mm) in size, illustrating color, finish, and texture.
- C. Operation and Maintenance Data: Indicate cleaning, touch-up, and repair of covered surfaces.
- D. Maintenance Materials: Furnish the following for Owner's use in project maintenance:
 - 1. Extra Stock Materials: 25 feet (8 m) of each color and pattern of wall covering.
 - a. Package and label each roll by manufacturer, color, pattern, and destination room number.

1.04 QUALITY ASSURANCE

- A. Installer Qualifications: Company specializing in performing work of type specified, with minimum 3 years of documented experience.

1.05 DELIVERY, STORAGE, AND HANDLING

- A. Inspect roll materials for damage upon arrival.
- B. Protect packaged adhesive from temperature cycling and cold temperatures.
- C. Do not store roll goods on end.

1.06 FIELD CONDITIONS

- A. Maintain adhesive and wall covering manufacturer's recommended temperature ranges 24 hours before, during, and after installation.

PART 2 PRODUCTS

2.01 WALL COVERINGS

- A. Performance Requirements:
 - 1. Surface Burning Characteristics: Flame spread index of 25, maximum, and smoke developed index of 50, maximum, when tested in accordance with ASTM E84.
- B. Type III Vinyl Wallcovering:
 - 1. Manufacturer: Subject to compliance with requirements provide products as follows:
 - a. WC-1: Reference architectural sheet Architectural sheet A-101 for product information.
 - 1) Or Approved Equal.
 - 2. Physical Properties
 - a. Width: 52 inches
 - b. Length: 27 yards
 - c. Weight: 35 oz. per lineal yard
 - d. Thickness: .029 - .040 inches (depending on emboss and finish)
 - e. Backing: Woven

2.02 ACCESSORIES

- A. Adhesive: Type recommended by wall covering manufacturer.

- B. Substrate Primer and Sealer: Type recommended by wall covering manufacturer.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify substrate surfaces are primed and meet manufacturer's requirements to receive work.
- B. Measure moisture content of substrates with electronic moisture meter. Do not apply wall coverings if moisture content of substrate exceeds level recommended by wall covering manufacturer.
- C. Verify flatness tolerance of surfaces does not vary more than 1/8 inch in 10 feet (3 mm in 3 m) or at rate greater than 1/16 inch/ft (5 mm/m).
- D. Correct detrimental conditions before starting installation.

3.02 PREPARATION

- A. Remove wall plates and accessories impeding wall covering installation.
- B. Substrate Priming and Preparation:
 - 1. Fill cracks in substrate and correct irregularities with filler; sand smooth.
 - 2. For marks capable of bleeding through surface finishes, seal with shellac.
 - 3. Apply one coat of primer sealer to substrate surfaces. Allow to dry. Lightly sand smooth.
- C. Correct surface defects affecting work of this section and clean surfaces. Remove existing coatings exhibiting loose surface defects.

3.03 INSTALLATION

- A. Apply adhesive and wall covering in accordance with manufacturer's instructions.
- B. Use wall covering in roll number sequence.
- C. Razor trim edges of wall covering. Do not razor trim on gypsum board surfaces.
- D. Smoothly apply wall covering without wrinkles, gaps, or overlaps. Eliminate air pockets and ensure full bond to substrate surface.
- E. Horizontal seams are not permitted.
- F. Do not seam within 2 inches (51 mm) of internal corners or within 6 inches (152 mm) of external corners.
- G. Cover spaces above and below windows and above doors in pattern sequence from roll.
- H. Where wall covering tucks into reveals, metal wallboard, or plaster stops, use contact adhesive within 6 inches (152 mm) of wall covering termination. Ensure complete contact bond.
- I. Remove excess adhesive from seams while wet and before proceeding to next wall covering sheet.
- J. Reinstall wall plates and accessories removed to accommodate work of this section.

3.04 CLEANING

- A. Clean wall coverings of dust, dirt, excess adhesive, and other contaminants.

3.05 PROTECTION

- A. Protect installed products from damage until completion of project.

END OF SECTION

SECTION 099123 - INTERIOR PAINTING

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Surface preparation.
- B. Field application of paints.

1.02 RELATED REQUIREMENTS

- A. Architectural Sheet A-101 for finishes.

1.03 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Samples for Verification: For each type of paint system and in each color and gloss of topcoat indicated.
 - 1. Submit 8-1/2 x 11 color downs on heavy paper to match Architect's color chips for each color and type of paint specified for Architect's approval.
 - a. Architect will furnish a schedule after beginning of construction. The schedule will include color chips for matching.
 - 2. Step coats on Samples to show each coat required for system.
 - 3. Label each coat of each Sample.
 - 4. Label each Sample for location and application area.
- C. Material Certificates: For scrub resistance and washability, signed by manufacturers.

1.04 QUALITY ASSURANCE

- A. Architect has the option of requesting test patches in place for Architect's approval of final color and finish.
 - 1. Notify Architect 48 hours in advance of the time the test patches will be ready for inspection.
- B. Manufacturer shall certify that tests have been performed on semi-gloss wall finish and others as selected by the Architect. Acceptance of materials is conditional upon demonstration of washability and abrasion resistance of test patches. Testing shall include the following:
 - 1. Scrub resistance per ASTM D2486-79: Value as specified in approved finish schedule but not less than 1200.
 - 2. Washability per ASTM D3450-80: Value as specified in approved finish schedule but not less than 80% for sponge and 90% for brush.

1.05 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 (7 degrees C) and a maximum of 90 degrees F (32 degrees C), in ventilated area, and as required by manufacturer's instructions.

1.06 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.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. In other Part 2 articles where titles below introduce manufacturer and product lists, the following requirements apply for product selection:
 - 1. Products: Subject to compliance with requirements, provide one of the products specified.

2.02 PAINT, GENERAL

- A. Material Compatibility
 - 1. Provide materials for use within each paint system that are compatible with one another and substrates indicated, under conditions of service and application as demonstrated by manufacturer, based on testing and field experience.
 - 2. For each coat in a paint system, provide products recommended in writing by manufacturers of topcoat for use in paint system and on substrate indicated.

2.03 COLORS

- A. As indicated on Architectural sheet A-101.

2.04 INTERIOR FINISHES

- A. Plaster and Gypsum Board Walls and Columns - Non-Epoxy
 - 1. First Coat:
 - a. Benjamin Moore: Ultra Spec 500 Interior Latex Primer N534
 - b. PPG Glidden: High Hide Interior Primer Sealer 1000-1200.
 - c. PPG Paints: 4-603 Permacrete interior/exterior Acrylic Alkali Resistant Primer for plaster; 6-2 Interior Latex Sealer for gypsum board
 - d. Pratt & Lambert: Plaster: Pro Hide Gold Z1001 Gypsum: Pro Hide Gold High Holdout Latex Primer/Sealer Z8165.
 - e. Sherwin Williams: ProMar 200 Zero VOC Primer B28 Series
 - 2. Second and Third Coats:
 - a. Benjamin Moore: Ultra Spec 500 Interior Latex Eggshell N538
 - b. PPG Glidden: Ultra-Hide 150 Interior Eggshell Paint 1412V Series.
 - c. PPG Paints: Speedhide Latex Eggshell 6-411
 - d. Pratt & Lambert: Pro Hide Gold Latex Flat Z8100, Eggshell Z8200, Satin Z9400 or Semi Z8300.
 - e. Sherwin Williams: ProMar 200 Zero VOC Latex Eg-Shel B20 Series
- B. Existing Painted Plaster and Gypsum Board Walls and Columns - Epoxy
 - 1. Sample Patch: Prepare a 36" x 36" minimum test area to see if a reaction occurs between existing and new finishes prior to proceeding with the specified work. If a reaction occurs, alert Architect and propose solution(s).
 - 2. First Coat: Barrier Coat Primer
 - a. Benjamin Moore: Ultra Spec 500 Interior Latex Primer N534
 - b. PPG Paints: 17-921 Seal Grip exterior/interior 100% acrylic Primer/Sealer
 - c. Pratt & Lambert: Pro Hide Gold High Holdout Latex Primer Z8165
 - d. Sherwin Williams: ProMar 200 Zero VOC Primer B28 Series
 - 3. Second and Third Coats:
 - a. Benjamin Moore: Corotech Pre-Catalyzed Waterborne Wall Epoxy Eggshell V341 or Semi-Gloss V342
 - b. PPG Paints: 16-551 Series, Pitt-Glaze High Solids Acrylic-Epoxy.
 - c. Pratt & Lambert: Enducryl Water-Based Epoxy Z7021
 - d. Sherwin Williams: Water Based Catalyzed Epoxy Gloss, B73 Series
- C. Ferrous Metals
 - 1. First Coat - Primer
 - a. Benjamin Moore: Ultra Spec HP Acrylic Metal Primer HP04
 - b. PPG Paints: PittTech 4020PT DTM Series, Interior / Exterior Industrial Primer

- c. Pratt & Lambert: Steel TEch Acrylic Prime & Finish
- d. Sherwin Williams: ProCryl Universal Acrylic Primer B66W01310
- 2. Second and Third Coats:
 - a. Benjamin Moore: Ultra Spec 500 Interior Gloss N540
 - b. PPG Paints: PittTech Plus DTM Semi-Gloss 4216HP series
 - c. Pratt & Lambert: Enducryl Acrylic Semi-Gloss Z6621
 - d. Sherwin Williams: Pro Industrial DTM Acrylic Semi Gloss B66-1100 Series

PART 3 EXECUTION

3.01 EXAMINATION

- A. Examine substrates and conditions, with Applicator present, for compliance with requirements for maximum moisture content and other conditions affecting performance of work.
- B. Maximum Moisture Content of Substrates: When measured with an electronic moisture meter as follows:
 - 1. Concrete: 12 percent.
 - 2. Masonry (Clay and CMU): 12 percent.
 - 3. Wood: 15 percent.
 - 4. Gypsum Board: 12 percent.
 - 5. Plaster: 12 percent.
- C. Verify suitability of substrates, including surface conditions and compatibility with existing finishes and primers.
- D. Begin coating application only after unsatisfactory conditions have been corrected and surfaces are dry.
 - 1. Beginning coating application constitutes Contractor's acceptance of substrates and conditions.

3.02 PREPARATION OF NEW SUBSTRATES

- A. Comply with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual" applicable to substrates and paint systems indicated.
- B. Remove plates, machined surfaces, and similar items already in place that are not to be painted. If removal is impractical or impossible because of size or weight of item, provide surface-applied protection before surface preparation and painting.
 - 1. After completing painting operations, use workers skilled in the trades involved to reinstall items that were removed. Remove surface-applied protection if any.
 - 2. Do not paint over labels of independent testing agencies or equipment name, identification, performance rating, or nomenclature plates.
- C. Clean substrates of substances that could impair bond of paints, including dirt, oil, grease, and incompatible paints and encapsulants.
 - 1. Remove incompatible primers and reprime substrate with compatible primers as required to produce paint systems indicated.
- D. Ferrous Metals, Galvanized Metal, Aluminum: Clean surfaces according to the Steel Structure Painting Council Surface Preparation Specifications: SSPC-SP1 Solvent Cleaning, SSPC-SP2 Hand Tool Cleaning, or SSPC-SP3 Power Tool Cleaning, as appropriate.
 - 1. Steel Substrates: Remove any rust and loose mill scale. Clean using methods recommended in writing by paint manufacturer.
 - 2. Galvanized-Metal Substrates: Remove grease and oil residue from galvanized sheet metal fabricated from coil stock by mechanical methods to produce clean, lightly etched surfaces that promote adhesion of subsequently applied paints.
 - a. Thoroughly clean galvanized metal per SSPC-SP1 with water soluble degreaser. No hydrocarbons.
 - 3. Aluminum Substrates: Remove surface oxidation.

- E. Gypsum Board Substrates: Do not begin paint application until finishing compound is dry and sanded smooth.

3.03 PREPARATION OF EXISTING SUBSTRATES

- A. Preparation of Previously Painted Surfaces: Comply with requirements as specified for preparation of new substrates as well as the following:
- B. Scrub clean existing surfaces with a stiff brush and a solution of clean water and mild detergent.
 - 1. Scuff sand surface to allow new finish to hold.
 - 2. De-gloss painted surfaces in a manner appropriate to the substrate.
 - 3. Fill cracks, holes, voids and defects, and leave a smooth surface ready for application of primer.
 - 4. Remove loose paint and feather edges or patch as required to provide a smooth, seamless finish.
 - 5. Prepare a 36" x 36" minimum test area to see if a reaction occurs between existing and new finishes prior to proceeding with the specified work. If a reaction occurs, alert Architect and propose solution(s).

3.04 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.

3.05 APPLICATION

- A. General: Apply paints according to manufacturer's written instructions.
 - 1. Use applicators and techniques suited for paint and substrate indicated.
 - a. Except where specifically authorized by the Architect to do otherwise: Apply flat or eggshell wall paint by brush or roller; apply gloss or semi-gloss with brush only.
 - 2. Sanding: In addition to preparatory sanding, fine sand between succeeding coats of all varnish enamel or flat enamel, using sandpaper appropriate to the finish. Use fine production paper between coats.
 - 3. Paint surfaces behind movable equipment and furniture same as similar exposed surfaces. Before final installation, paint surfaces behind permanently fixed equipment or furniture with prime coat only.
 - 4. Paint front and backsides of access panels, removable or hinged covers, and similar hinged items to match exposed surfaces.
 - 5. Doors: Finish all edges, including tops and bottoms, of wood and metal doors same as faces. Fill edges of exposed plywood doors, panels, similar materials.
 - 6. Finish interior of all closets and cabinets same as adjoining rooms, unless otherwise scheduled.
 - 7. Apply one coat of sanding sealer and one coat of semi-gloss varnish to insides of all drawers unless otherwise specified.
- B. Tint each undercoat a lighter shade to facilitate identification of each coat if multiple coats of same material are to be applied. Tint undercoats to match color of topcoat, but provide sufficient difference in shade of undercoats to distinguish each separate coat.
- C. If undercoats or other conditions show through topcoat, apply additional coats until cured film has a uniform paint finish, color, and appearance. The number of coats scheduled are minimums.

- D. Apply paints to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections. Cut in sharp lines and color breaks.
 - 1. Holidays and restrikes in painted surfaces shall be considered sufficient cause to require recoating of entire surface.
- E. Painting Mechanical and Electrical Work: Paint items exposed in equipment rooms and occupied spaces including, but not limited to, the following:
 - 1. Electrical Work:
 - a. Switchgear.
 - b. Panelboards.
 - c. Electrical equipment that is indicated to have a factory-primed finish for field painting.

3.06 FIELD QUALITY CONTROL

- A. Testing of Paint Materials: Owner reserves the right to invoke the following procedure at any time and as often as Owner deems necessary during the period when paints are being applied:
 - 1. Owner will engage the services of a qualified testing agency to sample paint materials being used. Samples of material delivered to Project site will be taken, identified, sealed, and certified in presence of Contractor.
- B. Testing agency will perform tests for compliance of paint materials with product requirements.
- C. Owner may direct Contractor to stop applying paints if test results show materials being used do not comply with product requirements. Contractor shall remove noncomplying-paint materials from Project site, pay for testing, and repaint surfaces painted with rejected materials. Contractor will be required to remove rejected materials from previously painted surfaces if, on repainting with complying materials, the two paints are incompatible.

3.07 CLEANING AND PROTECTION

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

END OF SECTION

SECTION 123600 - COUNTERTOPS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Plastic-laminate countertops.
- B. Solid surface material countertops.
- C. Solid surface material backsplashes.

1.02 RELATED REQUIREMENTS

- A. Architectural Sheet A-101 for finishes.

1.03 SUBMITTALS

- A. Product Data: For countertop materials.
- B. Shop Drawings: Complete details of materials and installation.
- C. Verification Samples: For each finish product specified, minimum size 6 inches (150 mm) square, representing actual product, color, and patterns.

1.04 DELIVERY, STORAGE, AND HANDLING

- A. Deliver countertops only after casework and supports on which they will be installed have been completed in installation areas.
- B. Keep surfaces of countertops covered with protective covering during handling and installation.

1.05 FIELD CONDITIONS

- A. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.
- B. Field Measurements: Where countertops are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication and indicate measurements on shop drawings. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- C. Established Measurements: Where countertops are indicated to fit to other construction, establish dimensions for areas where countertops are to fit. Provide allowance for trimming at ssite, and coordinate construction to ensure that acutal dimensions correspond to established dimensions.

PART 2 PRODUCTS

2.01 COUNTERTOPS

- A. Plastic-Laminate-Clad Countertops:
 - 1. Quality Standard: Unless otherwise indicated, comply with the "Architectural Woodwork Standards" for grades of plastic-laminated-clad countertops indicated for construction, finishes, and other requirements.
 - 2. High-Pressure Decorative Laminate: ISO 4586-3, Grade HGS.
 - a. Manufacturer: Subject to compliance with requirements, provide the following:
 - 1) PL-1, PL-2: Reference Architectural sheet A-101 for product information.
 - (a) Or Approved Equal.
- B. Solid Surface Countertop Materials:
 - 1. Solid Surface Material: Homogeneous-filled plastic resin complying with ISFA 2-01
 - a. Manufacturer: Subject to compliance with requirements, provide the following:
 - 1) SS-1: Reference Architectural sheet A-101 for product information.
 - (a) Or Approved Equal.

2.02 INSTALLATION MATERIALS

- A. Adhesive: Product recommended by solid surface material manufacturer.

- B. Sealant for countertops.

2.03 SOLID SURFACE COUNTERTOP FABRICATION

- A. Fabricate countertops according to solid surface material manufacturer's written instructions and to the AWI/AWMAC/WI's "Architectural Woodwork Standards."
 - 1. Grade: Premium.
- B. Countertops:
 - 1. 1/2-inch-thick, solid surface material with front edge built up with same material.
 - 2. Provide smooth, clean, exposed tops and edges in uniform plane free of defects. Provide front and end overhang of 1 inch over base cabinets.
 - 3. Front: Radius edge with apron, 2 inches high with 3/8-inch radius.
- C. Backsplashes: 1/2-inch-thick, solid surface material, slightly eased at edge.
- D. Joints:
 - 1. Fabricate countertops without joints.
- E. Cutouts and Holes:
 - 1. Undercounter Plumbing Fixtures: Make cutouts for fixtures in shop using template or pattern furnished by fixture manufacturer. Form cutouts to smooth, even curves.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Do not begin installation until substrates have been properly prepared.
- B. Verify that wall surfaces have been finished and mechanical and electrical services and outlets are installed in proper locations.

3.02 PREPARATION

- A. Clean surfaces thoroughly prior to installation.
- B. Before installation, condition countertops to average prevailing humidity conditions in installation areas.
- C. Before installing countertops, examine shop-fabricated work for completion and complete work as required, including removal of packing.

3.03 INSTALLATION

- A. Secure countertops to subtops with adhesive according to solid surface material manufacturer's written instructions.
- B. Bond joints with adhesive and draw tight as countertops are set. Mask areas of countertops adjacent to joints to prevent adhesive smears.
- C. Install backsplashes and end splashes by adhering to wall and countertops with adhesive.
- D. Complete cutouts not finished in shop. Mask areas of countertops adjacent to cutouts to prevent damage while cutting. Make cutouts to accurately fit items to be installed, and at right angles to finished surfaces unless beveling is required for clearance. Ease edges slightly to prevent snipping.
- E. Field Jointing: Where possible, make in the same manner as shop jointing, using dowels, splines, adhesives, and fasteners recommended by manufacturer. Prepare edges to be joined in shop so Project-site processing of top and edge surfaces is not required. Locate field joints where shown on Shop Drawings.
 - 1. Secure field joints in countertops with concealed clamping devices located within 6 inches of front and back edges and at intervals not exceeding 24 inches. Tighten in accordance with manufacturer's written instructions to exert a constant, heavy-clamping pressure at joints.
- F. Countertop Installation: Anchor securely by screwing through corner blocks of base cabinets or other supports into underside of countertop.

1. Install countertops level and true in line. Use concealed shims as required to maintain not more than a 1/8-inch-in-96 inches variation from a straight, level plane.
2. Seal joints between countertop and backsplash, if any, and joints where countertop and backsplash abut walls with mildew-resistant silicone sealant or another permanently elastic sealing compound recommended by countertop material manufacturer.

3.04 AJUSTING AND CLEANING

- A. Repair damaged and defective countertops, where possible, to eliminate functional and visual defects. Where not possible to repair, replace countertops. Adjust joinery fo
- B. Clean countertops on exposed and semiexposed surfaces.

3.05 PROTECTION

- A. Protect installed products until completion of project.
- B. Touch-up, repair or replace damaged products before Date of Substantial Completion.

END OF SECTION

SECTION 260505
SELECTIVE DEMOLITION FOR ELECTRICAL

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Electrical demolition.

PART 2 PRODUCTS

2.1 MATERIALS AND EQUIPMENT

- A. Materials and equipment for patching and extending work: As specified in individual sections.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify field measurements and circuiting arrangements are as indicated.
- B. Verify that abandoned wiring and equipment serve only abandoned facilities.
- C. Report discrepancies to Owner before disturbing existing installation.
- D. Beginning of demolition means installer accepts existing conditions.

3.2 PREPARATION

- A. Disconnect electrical systems in walls, floors, and ceilings to be removed.
- B. Provide temporary wiring and connections to maintain existing systems in service during construction. When work must be performed on energized equipment or circuits, use personnel experienced in such operations.

3.3 DEMOLITION AND EXTENSION OF EXISTING ELECTRICAL WORK

- A. Remove, relocate, and extend existing installations to accommodate new construction.
- B. Remove abandoned wiring to source of supply.
- C. Remove exposed abandoned conduit, including abandoned conduit above accessible ceiling finishes. Cut conduit flush with walls and floors, and patch surfaces.
- D. Disconnect abandoned outlets and remove devices. Remove abandoned outlets if conduit servicing them is abandoned and removed. Provide blank cover for abandoned outlets that are not removed.
- E. Disconnect and remove electrical devices and equipment serving utilization equipment that has been removed.
- F. Disconnect and remove abandoned luminaires. Remove brackets, stems, hangers, and other accessories.
- G. Repair adjacent construction and finishes damaged during demolition and extension work.
- H. Maintain access to existing electrical installations that remain active. Modify installation or provide access panel as appropriate.

3.4 CLEANING AND REPAIR

- A. Clean and repair existing materials and equipment that remain or that are to be reused.

END OF SECTION

SECTION 260519 - LOW-VOLTAGE ELECTRICAL POWER CONDUCTORS AND CABLES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Single conductor building wire.
- B. Wiring connectors.
- C. Electrical tape.
- D. Wire pulling lubricant.
- E. Cable ties.

1.02 RELATED REQUIREMENTS

- A. Section 260505 - Selective Demolition for Electrical: Disconnection, removal, and/or extension of existing electrical conductors and cables.

1.03 REFERENCE STANDARDS

- A. ASTM B3 - Standard Specification for Soft or Annealed Copper Wire; 2013 (Reapproved 2024).
- B. ASTM B8 - Standard Specification for Concentric-Lay-Stranded Copper Conductors, Hard, Medium-Hard, or Soft; 2023.
- C. ASTM B33 - Standard Specification for Tin-Coated Soft or Annealed Copper Wire for Electrical Purposes; 2010, with Editorial Revision (2020).
- D. ASTM B787/B787M - Standard Specification for 19 Wire Combination Unilay-Stranded Copper Conductors for Subsequent Insulation; 2004 (Reapproved 2020).
- E. ASTM D3005 - Standard Specification for Low-Temperature Resistant Vinyl Chloride Plastic Pressure-Sensitive Electrical Insulating Tape; 2024.
- F. NECA 1 - Standard for Good Workmanship in Electrical Construction; 2023.
- G. NEMA WC 70 - Power Cables Rated 2000 Volts or Less for the Distribution of Electrical Energy; 2021.
- H. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- I. UL 44 - Thermoset-Insulated Wires and Cables; Current Edition, Including All Revisions.
- J. UL 83 - Thermoplastic-Insulated Wires and Cables; Current Edition, Including All Revisions.
- K. UL 267 - Outline of Investigation for Wire-Pulling Compounds; Current Edition, Including All Revisions.
- L. UL 486A-486B - Wire Connectors; Current Edition, Including All Revisions.
- M. UL 486C - Splicing Wire Connectors; Current Edition, Including All Revisions.
- N. UL 486D - Sealed Wire Connector Systems; Current Edition, Including All Revisions.
- O. UL 510 - Polyvinyl Chloride, Polyethylene, and Rubber Insulating Tape; Current Edition, Including All Revisions.

1.04 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Coordinate sizes of raceways, boxes, and equipment enclosures installed under other sections with the actual conductors to be installed, including adjustments for conductor sizes increased for voltage drop.
 - 2. Coordinate with electrical equipment installed under other sections to provide terminations suitable for use with the conductors to be installed.
 - 3. Notify Architect of any conflicts with or deviations from Contract Documents. Obtain direction before proceeding with work.

1.05 SUBMITTALS

- A. Product Data: Provide manufacturer's standard catalog pages and data sheets for conductors and cables, including detailed information on materials, construction, ratings, listings, and available sizes, configurations, and stranding.

PART 2 PRODUCTS

2.01 CONDUCTOR AND CABLE APPLICATIONS

- A. Do not use conductors and cables for applications other than as permitted by NFPA 70 and product listing.
- B. Provide single conductor building wire installed in suitable raceway unless otherwise indicated, permitted, or required.
- C. Nonmetallic-sheathed cable is not permitted.

2.02 CONDUCTOR AND CABLE GENERAL REQUIREMENTS

- A. Provide products that comply with requirements of NFPA 70.
- B. Provide products listed, classified, and labeled as suitable for the purpose intended.
- C. Unless specifically indicated to be excluded, provide all required conduit, boxes, wiring, connectors, etc. as required for a complete operating system.
- D. Comply with NEMA WC 70.
- E. Thermoplastic-Insulated Conductors and Cables: Listed and labeled as complying with UL 83.
- F. Thermoset-Insulated Conductors and Cables: Listed and labeled as complying with UL 44.
- G. Conductor Material:
 - 1. Provide copper conductors only. Aluminum conductors are not acceptable for this project. Conductor sizes indicated are based on copper.
 - 2. Copper Conductors: Soft drawn annealed, 98 percent conductivity, uncoated copper conductors complying with ASTM B3, ASTM B8, or ASTM B787/B787M unless otherwise indicated.
 - 3. Tinned Copper Conductors: Comply with ASTM B33.
- H. Minimum Conductor Size:
 - 1. Branch Circuits: 12 AWG.
- I. Conductor Color Coding:
 - 1. Color code conductors as indicated unless otherwise required by the authority having jurisdiction. Maintain consistent color coding throughout project.
 - 2. Color Coding Method: Integrally colored insulation.
 - 3. Color Code:
 - a. 208Y/120 V, 3 Phase, 4 Wire System:
 - 1) Phase A: Black.
 - 2) Phase B: Red.
 - 3) Phase C: Blue.
 - 4) Neutral/Grounded: White.
 - b. Equipment Ground, All Systems: Green.

2.03 SINGLE CONDUCTOR BUILDING WIRE

- A. Manufacturers:
 - 1. Copper Building Wire:
 - a. Encore Wire Corporation: www.encorewire.com/#sle.
 - b. General Cable Technologies Corporation; _____: www.generalcable.com/#sle.
 - c. Service Wire Co: www.servicewire.com/#sle.
 - d. Southwire Company: www.southwire.com/#sle.
- B. Description: Single conductor insulated wire.

- C. Conductor Stranding:
 - 1. Feeders and Branch Circuits:
 - a. Size 14 AWG and Smaller: Solid.
 - b. Size 12 AWG and Larger: Stranded.
 - 2. Control Circuits: Stranded.
- D. Insulation Voltage Rating: 600 V.
- E. Insulation:
 - 1. Copper Building Wire: Type THHN/THWN, THHN/THWN-2, or XHHW-2.

2.04 WIRING CONNECTORS

- A. Description: Wiring connectors appropriate for the application, suitable for use with the conductors to be connected, and listed as complying with UL 486A-486B or UL 486C as applicable.
- B. Wiring Connectors for Splices and Taps:
 - 1. Copper Conductors Size 8 AWG and Smaller: Use twist-on insulated spring connectors, push-in wire connectors, or mechanical connectors.
 - 2. Copper Conductors Size 6 AWG and Larger: Use mechanical connectors or compression connectors.
- C. Twist-on Insulated Spring Connectors: Rated 600 V, 221 degrees F (105 degrees C) for standard applications and 302 degrees F (150 degrees C) for high temperature applications; pre-filled with sealant and listed as complying with UL 486D for damp and wet locations.
 - 1. Manufacturers:
 - a. 3M: www.3m.com/#sle.
 - b. Ideal Industries, Inc: www.idealindustries.com/#sle.
- D. Push-in Wire Connectors: Rated 600 V, 221 degrees F (105 degrees C).
 - 1. Manufacturers:
 - a. Ideal Industries, Inc: www.idealindustries.com/#sle.
 - b. Wago Corporation: www.wago.us/#sle.
- E. Mechanical Connectors: Provide bolted type or set-screw type.
 - 1. Manufacturers:
 - a. Burndy LLC; _____: www.burndy.com/#sle.
 - b. nVent ILSCO: www.ilSCO.com/#sle.
 - c. Thomas & Betts Corporation: www.tnb.com/#sle.
- F. Compression Connectors: Provide circumferential type or hex type crimp configuration.
 - 1. Manufacturers:
 - a. Burndy LLC; _____: www.burndy.com/#sle.
 - b. nVent ILSCO: www.ilSCO.com/#sle.
 - c. Thomas & Betts Corporation: www.tnb.com/#sle.

2.05 ACCESSORIES

- A. Electrical Tape:
 - 1. Manufacturers:
 - a. 3M: www.3m.com/#sle.
 - 2. Vinyl Insulating Electrical Tape: Complying with ASTM D3005 and listed as complying with UL 510; minimum thickness of 7 mil (0.18 mm); resistant to abrasion, corrosion, and sunlight; conformable for application down to 0 degrees F (-18 degrees C) and suitable for continuous temperature environment up to 221 degrees F (105 degrees C).
- B. Wire Pulling Lubricant:
 - 1. Manufacturers:
 - a. 3M: www.3m.com/#sle.
 - b. Ideal Industries, Inc: www.idealindustries.com/#sle.
 - 2. Listed and labeled as complying with UL 267.

3. Suitable for use with conductors/cables and associated insulation/jackets to be installed.
 4. Suitable for use at installation temperature.
- C. Cable Ties: Material and tensile strength rating suitable for application.
1. Manufacturers:
 - a. Burndy LLC; _____: www.burndy.com/#sle.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that interior of building has been protected from weather.
- B. Verify that work likely to damage wire and cable has been completed.
- C. Verify that raceways, boxes, and equipment enclosures are installed and are properly sized to accommodate conductors and cables in accordance with NFPA 70.
- D. Verify that field measurements are as indicated.
- E. Verify that conditions are satisfactory for installation prior to starting work.

3.02 INSTALLATION

- A. Circuiting Requirements:
 1. Unless dimensioned, circuit routing indicated is diagrammatic.
 2. When circuit destination is indicated without specific routing, determine exact routing required.
 3. Arrange circuiting to minimize splices.
- B. Install products in accordance with manufacturer's instructions.
- C. Perform work in accordance with NECA 1 (general workmanship).
- D. Installation in Raceway:
 1. Tape ends of conductors and cables to prevent infiltration of moisture and other contaminants.
 2. Pull all conductors and cables together into raceway at same time.
 3. Do not damage conductors and cables or exceed manufacturer's recommended maximum pulling tension and sidewall pressure.
 4. Use suitable wire pulling lubricant where necessary, except when lubricant is not recommended by the manufacturer.
- E. Paralleled Conductors: Install conductors of the same length and terminate in the same manner.
- F. Secure and support conductors and cables in accordance with NFPA 70 using suitable supports and methods approved by the authority having jurisdiction. Provide independent support from building structure. Do not provide support from raceways, piping, ductwork, or other systems.
- G. Install conductors with a minimum of 12 inches (300 mm) of slack at each outlet.
- H. Neatly train and bundle conductors inside boxes, wireways, panelboards and other equipment enclosures.
- I. Group or otherwise identify neutral/grounded conductors with associated ungrounded conductors inside enclosures in accordance with NFPA 70.
- J. Make wiring connections using specified wiring connectors.
 1. Make splices and taps only in accessible boxes. Do not pull splices into raceways or make splices in conduit bodies or wiring gutters.
 2. Remove appropriate amount of conductor insulation for making connections without cutting, nicking or damaging conductors.
 3. Do not remove conductor strands to facilitate insertion into connector.
 4. Clean contact surfaces on conductors and connectors to suitable remove corrosion, oxides, and other contaminates. Do not use wire brush on plated connector surfaces.

- 5. Mechanical Connectors: Secure connections according to manufacturer's recommended torque settings.
- 6. Compression Connectors: Secure connections using manufacturer's recommended tools and dies.

- K. Insulate splices and taps that are made with uninsulated connectors using methods suitable for the application, with insulation and mechanical strength at least equivalent to unspliced conductors.
- L. Insulate ends of spare conductors using vinyl insulating electrical tape.
- M. Install firestopping to preserve fire resistance rating of partitions and other elements, using materials and methods specified in Section 078400.
- N. Unless specifically indicated to be excluded, provide final connections to all equipment and devices, including those furnished by others, as required for a complete operating system.

END OF SECTION

SECTION 260526 - GROUNDING AND BONDING FOR ELECTRICAL SYSTEMS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Grounding and bonding requirements.
- B. Conductors for grounding and bonding.
- C. Connectors for grounding and bonding.

1.02 RELATED REQUIREMENTS

- A. Section 260519 - Low-Voltage Electrical Power Conductors and Cables: Additional requirements for conductors for grounding and bonding, including conductor color coding.
- B. Section 260553 - Identification for Electrical Systems: Identification products and requirements.

1.03 REFERENCE STANDARDS

- A. NECA 1 - Standard for Good Workmanship in Electrical Construction; 2023.
- B. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- C. UL 467 - Grounding and Bonding Equipment; Current Edition, Including All Revisions.

1.04 SUBMITTALS

- A. Product Data: Provide manufacturer's standard catalog pages and data sheets for grounding and bonding system components.

PART 2 PRODUCTS

2.01 GROUNDING AND BONDING REQUIREMENTS

- A. Do not use products for applications other than as permitted by NFPA 70 and product listing.
- B. Unless specifically indicated to be excluded, provide all required components, conductors, connectors, conduit, boxes, fittings, supports, accessories, etc. as necessary for a complete grounding and bonding system.
- C. Where conductor size is not indicated, size to comply with NFPA 70 but not less than applicable minimum size requirements specified.
- D. Bonding and Equipment Grounding:
 - 1. Provide bonding for equipment grounding conductors, equipment ground busses, metallic equipment enclosures, metallic raceways and boxes, device grounding terminals, and other normally non-current-carrying conductive materials enclosing electrical conductors/equipment or likely to become energized as indicated and in accordance with NFPA 70.
 - 2. Provide insulated equipment grounding conductor in each feeder and branch circuit raceway. Do not use raceways as sole equipment grounding conductor.
 - 3. Where circuit conductor sizes are increased for voltage drop, increase size of equipment grounding conductor proportionally in accordance with NFPA 70.
 - 4. Unless otherwise indicated, connect wiring device grounding terminal to branch circuit equipment grounding conductor and to outlet box with bonding jumper.
 - 5. Terminate branch circuit equipment grounding conductors on solidly bonded equipment ground bus only. Do not terminate on neutral (grounded) or isolated/insulated ground bus.
 - 6. Provide bonding jumper across expansion or expansion/deflection fittings provided to accommodate conduit movement.

2.02 GROUNDING AND BONDING COMPONENTS

- A. General Requirements:
 - 1. Provide products listed, classified, and labeled as suitable for the purpose intended.
 - 2. Provide products listed and labeled as complying with UL 467 where applicable.

- B. Conductors for Grounding and Bonding, in Addition to Requirements of Section 260526:
 - 1. Use insulated copper conductors unless otherwise indicated.
- C. Connectors for Grounding and Bonding:
 - 1. Description: Connectors appropriate for the application and suitable for the conductors and items to be connected; listed and labeled as complying with UL 467.
 - 2. Unless otherwise indicated, use mechanical connectors or compression connectors for accessible connections.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that work likely to damage grounding and bonding system components has been completed.
- B. Verify that field measurements are as indicated.
- C. Verify that conditions are satisfactory for installation prior to starting work.

3.02 INSTALLATION

- A. Install products in accordance with manufacturer's instructions.
- B. Perform work in accordance with NECA 1 (general workmanship).
- C. Make grounding and bonding connections using specified connectors.
 - 1. Remove appropriate amount of conductor insulation for making connections without cutting, nicking or damaging conductors. Do not remove conductor strands to facilitate insertion into connector.
 - 2. Remove nonconductive paint, enamel, or similar coating at threads, contact points, and contact surfaces.
 - 3. Mechanical Connectors: Secure connections according to manufacturer's recommended torque settings.
 - 4. Compression Connectors: Secure connections using manufacturer's recommended tools and dies.
- D. Identify grounding and bonding system components in accordance with Section 260553.

END OF SECTION

SECTION 260529 - HANGERS AND SUPPORTS FOR ELECTRICAL SYSTEMS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Support and attachment requirements and components for equipment, conduit, cable, boxes, and other electrical work.

1.02 RELATED REQUIREMENTS

- A. Section 260533.13 - Conduit for Electrical Systems: Additional support and attachment requirements for conduits.

1.03 REFERENCE STANDARDS

- A. ASTM A123/A123M - Standard Specification for Zinc (Hot-Dip Galvanized) Coatings on Iron and Steel Products; 2024.
- B. ASTM A153/A153M - Standard Specification for Zinc Coating (Hot-Dip) on Iron and Steel Hardware; 2023.
- C. ASTM B633 - Standard Specification for Electrodeposited Coatings of Zinc on Iron and Steel; 2023.
- D. MFMA-4 - Metal Framing Standards Publication; 2004.
- E. NECA 1 - Standard for Good Workmanship in Electrical Construction; 2023.
- F. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.

1.04 SUBMITTALS

- A. See Section 013000 - Administrative Requirements for submittal procedures.
- B. Product Data: Provide manufacturer's standard catalog pages and data sheets for channel/strut framing systems, nonpenetrating rooftop supports, and post-installed concrete/masonry anchors.

PART 2 PRODUCTS

2.01 SUPPORT AND ATTACHMENT COMPONENTS

- A. General Requirements:
 - 1. Comply with the following. Where requirements differ, comply with most stringent.
 - a. NFPA 70.
 - b. Requirements of authorities having jurisdiction.
 - 2. Provide required hangers, supports, anchors, fasteners, fittings, accessories, and hardware as necessary for complete installation of electrical work.
 - 3. Provide products listed, classified, and labeled as suitable for purpose intended, where applicable.
 - 4. Where support and attachment component types and sizes are not indicated, select in accordance with manufacturer's application criteria as required for load to be supported with minimum safety factor of _____. Include consideration for vibration, equipment operation, and shock loads where applicable.
 - 5. Do not use products for applications other than as permitted by NFPA 70 and product listing.
 - 6. Steel Components: Use corrosion-resistant materials suitable for environment where installed.
 - a. Zinc-Plated Steel: Electroplated in accordance with ASTM B633.
 - b. Galvanized Steel: Hot-dip galvanized after fabrication in accordance with ASTM A123/A123M or ASTM A153/A153M.
- B. Conduit and Cable Supports: Straps and clamps suitable for conduit or cable to be supported.
 - 1. Manufacturers:
 - a. Eaton Corporation: www.eaton.com/#sle.

- b. Emerson Electric Co; O-Z/Gedney: www.emerson.com/#sle.
 - c. HoldRite, a brand of Reliance Worldwide Corporation: www.holdrite.com/#sle.
 - d. Substitutions: See Section 016000 - Product Requirements.
 - 2. Conduit Straps: One-hole or two-hole type; steel or malleable iron.
 - 3. Conduit Clamps: Bolted type unless otherwise indicated.
- C. Outlet Box Supports: Hangers and brackets suitable for boxes to be supported.
 - 1. Manufacturers:
 - a. Eaton Corporation: www.eaton.com/#sle.
 - b. Emerson Electric Co; O-Z/Gedney: www.emerson.com/#sle.
 - c. HoldRite, a brand of Reliance Worldwide Corporation: www.holdrite.com/#sle.
 - d. Substitutions: See Section 016000 - Product Requirements.
- D. Metal Channel/Strut Framing Systems:
 - 1. Manufacturers:
 - a. Atkore International Inc; Unistrut: www.unistrut.us/#sle.
 - b. Eaton Corporation: www.eaton.com/#sle.
 - c. Substitutions: See Section 016000 - Product Requirements.
 - 2. Description: Factory-fabricated, continuous-slot, metal channel/strut and associated fittings, accessories, and hardware required for field assembly of supports.
 - 3. Comply with MFMA-4.
 - 4. Minimum Channel Thickness: Steel sheet, 12 gauge, 0.1046 inch (2.66 mm).
- E. Hanger Rods: Threaded, zinc-plated steel unless otherwise indicated.
- F. Anchors and Fasteners:
 - 1. Manufacturers - Mechanical Anchors:
 - a. Dewalt: anchors.dewalt.com/#sle.
 - b. Hilti, Inc: www.hilti.com/#sle.
 - c. ITW Red Head, a division of Illinois Tool Works, Inc: www.itwredhead.com/#sle.
 - d. Substitutions: See Section 016000 - Product Requirements.
 - 2. Unless otherwise indicated and where not otherwise restricted, use anchor and fastener types indicated for specified applications.
 - 3. Concrete: Use preset concrete inserts, expansion anchors, or screw anchors.
 - 4. Solid or Grout-Filled Masonry: Use expansion anchors or screw anchors.
 - 5. Hollow Masonry: Use toggle bolts.
 - 6. Hollow Stud Walls: Use toggle bolts.
 - 7. Steel: Use beam clamps, machine bolts, or welded threaded studs.
 - 8. Sheet Metal: Use sheet metal screws.
 - 9. Wood: Use wood screws.
 - 10. Preset Concrete Inserts: Continuous metal channel/strut and spot inserts specifically designed to be cast in concrete ceilings, walls, and floors.
 - a. Manufacturer: Same as manufacturer of metal channel/strut framing system.
 - b. Comply with MFMA-4.
 - c. Channel Material: Use galvanized steel.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that field measurements are as indicated.
- B. Verify that mounting surfaces are ready to receive support and attachment components.
- C. Verify that conditions are satisfactory for installation prior to starting work.

3.02 INSTALLATION

- A. Install products in accordance with manufacturer's instructions.
- B. Install hangers and supports in accordance with NECA 1.

- C. Provide independent support from building structure. Do not provide support from piping, ductwork, or other systems.
- D. Unless specifically indicated or approved by Architect, do not provide support from suspended ceiling support system or ceiling grid.
- E. Unless specifically indicated or approved by Architect, do not provide support from roof deck.
- F. Do not penetrate or otherwise notch or cut structural members without approval of Structural Engineer.
- G. Equipment Support and Attachment:
 - 1. Use metal, fabricated supports or supports assembled from metal channel/strut to support equipment as required.
 - 2. Use metal channel/strut secured to studs to support equipment surface mounted on hollow stud walls when wall strength is not sufficient to resist pull-out.
 - 3. Use metal channel/strut to support surface-mounted equipment in wet or damp locations to provide space between equipment and mounting surface.
 - 4. Securely fasten floor-mounted equipment. Do not install equipment such that it relies on its own weight for support.
- H. Conduit Support and Attachment: See Section 260533.13 for additional requirements.
- I. Preset Concrete Inserts: Use manufacturer provided closure strips to inhibit concrete seepage during concrete pour.
- J. Secure fasteners in accordance with manufacturer's recommended torque settings.
- K. Remove temporary supports.

END OF SECTION

SECTION 260533.13 - CONDUIT FOR ELECTRICAL SYSTEMS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Galvanized steel rigid metal conduit (RMC).
- B. Flexible metal conduit (FMC).
- C. Galvanized steel electrical metallic tubing (EMT).

1.02 RELATED REQUIREMENTS

- A. Section 260526 - Grounding and Bonding for Electrical Systems.
- B. Section 260529 - Hangers and Supports for Electrical Systems.

1.03 REFERENCE STANDARDS

- A. ANSI C80.1 - American National Standard for Electrical Rigid Steel Conduit (ERSC); 2025.
- B. ANSI C80.3 - American National Standard for Electrical Metallic Tubing -- Steel (EMT-S); 2020.
- C. ANSI C80.6 - American National Standard for Electrical Intermediate Metal Conduit; 2025.
- D. NECA 1 - Standard for Good Workmanship in Electrical Construction; 2023.
- E. NECA 101 - Standard for Installing Steel Conduits (Rigid, IMC, EMT); 2020.
- F. NEMA FB 1 - Fittings, Cast Metal Boxes, and Conduit Bodies for Conduit, Electrical Metallic Tubing, and Cable; 2014.
- G. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- H. UL 1 - Flexible Metal Conduit; Current Edition, Including All Revisions.
- I. UL 6 - Electrical Rigid Metal Conduit-Steel; Current Edition, Including All Revisions.
- J. UL 514B - Conduit, Tubing, and Cable Fittings; Current Edition, Including All Revisions.
- K. UL 797 - Electrical Metallic Tubing-Steel; Current Edition, Including All Revisions.
- L. UL 1242 - Electrical Intermediate Metal Conduit-Steel; Current Edition, Including All Revisions.
- M. UL 2419 - Outline of Investigation for Electrically Conductive Corrosion Resistant Compounds; Current Edition, Including All Revisions.

1.04 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Coordinate minimum sizes of conduits with actual type and quantity of conductors to be installed, including adjustments for conductor sizes increased for voltage drop.
 - 2. Coordinate arrangement of conduits with structural members, ductwork, piping, equipment, and other potential conflicts.
 - 3. Verify exact conduit termination locations required for boxes, enclosures, and equipment.
 - 4. Coordinate work to provide roof penetrations that preserve integrity of roofing system and do not void roof warranty.
 - 5. Notify Architect of conflicts with or deviations from Contract Documents. Obtain direction before proceeding with work.
- B. Sequencing:
 - 1. Do not begin installation of conductors and cables until installation of conduit between termination points is complete.

1.05 SUBMITTALS

- A. See Section 013000 - Administrative Requirements for submittals procedures.
- B. Product Data: Provide manufacturer's standard catalog pages and data sheets for conduits and fittings.

PART 2 PRODUCTS

2.01 CONDUIT APPLICATIONS

- A. Do not use conduit and associated fittings for applications other than as permitted by NFPA 70, manufacturer's instructions, and product listing.
- B. Unless otherwise indicated and where not otherwise restricted, use conduit types indicated for specified applications. Where more than one listed application applies, comply with most restrictive requirements. Where conduit type for particular application is not specified, use galvanized steel rigid metal conduit.
- C. Concealed Within Masonry Walls: Use galvanized steel rigid metal conduit (RMC) or galvanized steel electrical metallic tubing (EMT).
- D. Concealed Within Hollow Stud Walls: Use galvanized steel rigid metal conduit (RMC) or galvanized steel electrical metallic tubing (EMT).
- E. Concealed Above Accessible Ceilings: Use galvanized steel rigid metal conduit (RMC) or galvanized steel electrical metallic tubing (EMT).
- F. Interior, Damp or Wet Locations: Use galvanized steel rigid metal conduit (RMC), galvanized steel electrical metallic tubing (EMT), or stainless steel electrical metallic tubing (EMT).
- G. Exposed, Interior, Not Subject to Physical Damage: Use galvanized steel rigid metal conduit (RMC) or galvanized steel electrical metallic tubing (EMT).
- H. Exposed, Interior, Subject to Physical Damage: Use galvanized steel rigid metal conduit (RMC) or galvanized steel electrical metallic tubing (EMT).
- I. Exposed, Interior, Subject to Severe Physical Damage: Use galvanized steel rigid metal conduit (RMC).
- J. Concealed, Exterior, Not Embedded in Concrete or in Contact With Earth: Use galvanized steel rigid metal conduit (RMC) or galvanized steel electrical metallic tubing (EMT).
- K. Flexible Connections to Luminaires Above Accessible Ceilings: Use flexible metal conduit (FMC).

2.02 CONDUIT - GENERAL REQUIREMENTS

- A. Comply with NFPA 70.
- B. Existing Work: Where existing conduits are indicated to be reused, they may be reused only where they comply with specified requirements, are free from corrosion, and integrity is verified by pulling mandrel through them.
- C. Provide conduit, fittings, supports, and accessories required for complete raceway system.
- D. Provide products listed, classified, and labeled as suitable for purpose intended.
- E. Minimum Conduit Size, Unless Otherwise Indicated:
 - 1. Branch Circuits: 3/4-inch (21 mm) trade size.
 - 2. Branch Circuit Homeruns: 3/4-inch (21 mm) trade size.
 - 3. Flexible Connections to Luminaires: 1/2-inch (16 mm) trade size.
- F. Where conduit size is not indicated, size to comply with NFPA 70 but not less than applicable minimum size requirements specified.

2.03 GALVANIZED STEEL RIGID METAL CONDUIT (RMC)

- A. Manufacturers:
 - 1. Allied Tube & Conduit, a division of Atkore International: www.alliedeg.com/#sle.
 - 2. Western Tube, a division of Zekelman Industries: www.westerntube.com/#sle.
 - 3. Wheatland Tube, a division of Zekelman Industries: www.wheatland.com/#sle.
 - 4. Substitutions: See Section 016000 - Product Requirements.
- B. Description: NFPA 70, Type RMC galvanized steel rigid metal conduit complying with ANSI C80.1 and listed and labeled as complying with UL 6.

- C. Fittings:
 - 1. Manufacturers:
 - a. ABB; T&B: www.electrification.us.abb.com/#sle.
 - b. Allied Tube & Conduit, a division of Atkore International: www.alliedeg.us/#sle.
 - c. Emerson Electric Co; O-Z/Gedney: www.emerson.com/#sle.
 - d. Substitutions: See Section 016000 - Product Requirements.
 - 2. Nonhazardous Locations: Use fittings complying with NEMA FB 1 and listed and labeled as complying with UL 514B or UL 6.
 - 3. Material: Use steel or malleable iron.
 - 4. Connectors and Couplings: Use threaded type fittings only. Threadless fittings, including set screw and compression/gland types, are not permitted.

2.04 FLEXIBLE METAL CONDUIT (FMC)

- A. Manufacturers:
 - 1. AFC Cable Systems, a division of Atkore International: www.afcweb.com/#sle.
 - 2. Electri-Flex Company: www.electriflex.com/#sle.
 - 3. Substitutions: See Section 016000 - Product Requirements.
- B. Description: NFPA 70, Type FMC standard-wall steel flexible metal conduit listed and labeled as complying with UL 1, and listed for use in classified firestop systems.
- C. Fittings:
 - 1. Manufacturers:
 - a. ABB; T&B: www.electrification.us.abb.com/#sle.
 - b. Emerson Electric Co; O-Z/Gedney: www.emerson.com/#sle.
 - c. Substitutions: See Section 016000 - Product Requirements.
 - 2. Description: Fittings complying with NEMA FB 1 and listed and labeled as complying with UL 514B.
 - 3. Material: Use steel or malleable iron.

2.05 GALVANIZED STEEL ELECTRICAL METALLIC TUBING (EMT)

- A. Manufacturers:
 - 1. Allied Tube & Conduit, a division of Atkore International: www.alliedeg.com/#sle.
 - 2. Nucor Tubular Products: www.nucortubular/#sle.
 - 3. Western Tube, a division of Zekelman Industries: www.westerntube.com/#sle.
 - 4. Wheatland Tube, a division of Zekelman Industries: www.wheatland.com/#sle.
 - 5. Substitutions: See Section 016000 - Product Requirements.
- B. Description: NFPA 70, Type EMT galvanized steel electrical metallic tubing complying with ANSI C80.3 and listed and labeled as complying with UL 797.
- C. Fittings:
 - 1. Manufacturers:
 - a. ABB; T&B: www.electrification.us.abb.com/#sle.
 - b. Allied Tube & Conduit, a division of Atkore International: www.alliedeg.us/#sle.
 - c. Emerson Electric Co; O-Z/Gedney: www.emerson.com/#sle.
 - d. Substitutions: See Section 016000 - Product Requirements.
 - 2. Description: Fittings complying with NEMA FB 1 and listed and labeled as complying with UL 514B.
 - 3. Material: Use steel or malleable iron.
 - 4. Connectors and Couplings: Use compression/gland or set-screw type.
 - a. Do not use indenter type connectors and couplings.
 - 5. Damp or Wet Locations, Where Permitted: Use fittings listed for use in wet locations.

2.06 ACCESSORIES

- A. Conduit Joint Compound: Corrosion-resistant, electrically conductive compound listed as complying with UL 2419; suitable for use with conduit to be installed.

- B. Foam Conduit Sealant:
 - 1. Removable, two-part, closed-cell foam, specifically designed for sealing conduit openings against water, moisture, gases, and dust.
 - 2. Suitable for use with conductors/cables and associated insulation/jackets to be installed.
 - 3. Rated to hold minimum of 10 ft (3.0 m) water head pressure.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that field measurements are as indicated.
- B. Verify that mounting surfaces are ready to receive conduits.
- C. Verify that conditions are satisfactory for installation prior to starting work.

3.02 INSTALLATION

- A. Install products in accordance with manufacturer's instructions.
- B. Install conduit in accordance with NECA 1.
- C. Galvanized Steel Rigid Metal Conduit (RMC): Install in accordance with NECA 101.
- D. Intermediate Metal Conduit (IMC): Install in accordance with NECA 101.
- E. Conduit Support:
 - 1. Secure and support conduits in accordance with NFPA 70 using suitable supports and methods approved by authorities having jurisdiction; see Section 260529.
 - 2. Provide independent support from building structure. Do not provide support from piping, ductwork, or other systems.
- F. Connections and Terminations:
 - 1. Use approved zinc-rich paint or conduit joint compound on field-cut threads of galvanized steel conduits prior to making connections.
 - 2. Where two threaded conduits must be joined and neither can be rotated, use three-piece couplings or split couplings. Do not use running threads.
 - 3. Use suitable adapters where required to transition from one type of conduit to another.
 - 4. Terminate threaded conduits in boxes and enclosures using threaded hubs or double lock nuts for dry locations and raintight hubs for wet locations.
 - 5. Provide insulating bushings, insulated throats, or listed metal fittings with smooth, rounded edges at conduit terminations to protect conductors.
 - 6. Secure joints and connections to provide mechanical strength and electrical continuity.
- G. Penetrations:
 - 1. Do not penetrate or otherwise notch or cut structural members, including footings and grade beams, without approval of Structural Engineer.
 - 2. Make penetrations perpendicular to surfaces unless otherwise indicated.
 - 3. Provide sleeves for penetrations as indicated or as required to facilitate installation. Set sleeves flush with exposed surfaces unless otherwise indicated or required.
 - 4. Conceal bends for conduit risers emerging above ground.
 - 5. Where conduits penetrate waterproof membrane, seal as required to maintain integrity of membrane.
- H. Conduit Movement Provisions: Where conduits are subject to movement, provide expansion and expansion/deflection fittings to prevent damage to enclosed conductors or connected equipment. This includes, but is not limited to:
 - 1. Where conduits cross structural joints intended for expansion, contraction, or deflection.
- I. Conduit Sealing:
 - 1. Use foam conduit sealant to prevent entry of moisture and gases. This includes, but is not limited to:
 - a. Where conduits enter building from outside.
 - b. Where service conduits enter building from underground distribution system.

- c. Where conduits enter building from underground.
- d. Where conduits may transport moisture to contact live parts.
- 2. Where conduits cross barriers between areas of potential substantial temperature differential, use foam conduit sealant at accessible point near penetration to prevent condensation. This includes, but is not limited to:
 - a. Where conduits pass from outdoors into conditioned interior spaces.
 - b. Where conduits pass from unconditioned interior spaces into conditioned interior spaces.
- J. Provide grounding and bonding; see Section 260526.

3.03 FIELD QUALITY CONTROL

- A. See Section 014000 - Quality Requirements for additional requirements.
- B. Repair cuts and abrasions in galvanized finishes using zinc-rich paint recommended by manufacturer. Replace components that exhibit signs of corrosion.
- C. Correct deficiencies and replace damaged or defective conduits.

3.04 CLEANING

- A. Clean interior of conduits to remove moisture and foreign matter.

3.05 PROTECTION

- A. Immediately after installation of conduit, use suitable manufactured plugs to provide protection from entry of moisture and foreign material and do not remove until ready for installation of conductors.

END OF SECTION

SECTION 260533.16 - BOXES FOR ELECTRICAL SYSTEMS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Outlet and device boxes up to 100 cubic inches (1,650 cu cm), including those used as junction and pull boxes.
- B. Cabinets and enclosures, including junction and pull boxes larger than 100 cubic inches (1,650 cu cm).

1.02 RELATED REQUIREMENTS

- A. Section 260526 - Grounding and Bonding for Electrical Systems.
- B. Section 260529 - Hangers and Supports for Electrical Systems.
- C. Section 262726 - Wiring Devices:
 - 1. Wall plates.

1.03 REFERENCE STANDARDS

- A. NECA 1 - Standard for Good Workmanship in Electrical Construction; 2023.
- B. NECA 130 - Standard for Installing and Maintaining Wiring Devices; 2016.
- C. NEMA EN 10250 - Enclosures for Electrical Equipment (1000 Volts Maximum); 2024.
- D. NEMA FB 1 - Fittings, Cast Metal Boxes, and Conduit Bodies for Conduit, Electrical Metallic Tubing, and Cable; 2014.
- E. NEMA OS 1 - Sheet-Steel Outlet Boxes, Device Boxes, Covers, and Box Supports; 2013 (Reaffirmed 2020).
- F. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- G. UL 50 - Enclosures for Electrical Equipment, Non-Environmental Considerations; Current Edition, Including All Revisions.
- H. UL 50E - Enclosures for Electrical Equipment, Environmental Considerations; Current Edition, Including All Revisions.
- I. UL 508A - Industrial Control Panels; Current Edition, Including All Revisions.
- J. UL 514A - Metallic Outlet Boxes; Current Edition, Including All Revisions.

1.04 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Coordinate the work with other trades to avoid placement of ductwork, piping, equipment, or other potential obstructions within the dedicated equipment spaces and working clearances for electrical equipment required by NFPA 70.
 - 2. Coordinate arrangement of electrical equipment with the dimensions and clearance requirements of the actual equipment to be installed.
 - 3. Coordinate minimum sizes of boxes with the actual installed arrangement of conductors, clamps, support fittings, and devices, calculated according to NFPA 70.
 - 4. Coordinate minimum sizes of pull boxes with the actual installed arrangement of connected conduits, calculated according to NFPA 70.
 - 5. Coordinate the placement of boxes with millwork, furniture, devices, equipment, etc. installed under other sections or by others.
 - 6. Coordinate the work with other trades to preserve insulation integrity.
 - 7. Coordinate the work with other trades to provide walls suitable for installation of flush-mounted boxes where indicated.
 - 8. Notify Architect of any conflicts with or deviations from Contract Documents. Obtain direction before proceeding with work.

1.05 SUBMITTALS

- A. See Section 013000 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide manufacturer's standard catalog pages and data sheets for cabinets and enclosures, boxes for hazardous (classified) locations, floor boxes, and underground boxes/enclosures.

PART 2 PRODUCTS

2.01 BOXES

- A. General Requirements:
 - 1. Do not use boxes and associated accessories for applications other than as permitted by NFPA 70 and product listing.
 - 2. Provide all boxes, fittings, supports, and accessories required for a complete raceway system and to accommodate devices and equipment to be installed.
 - 3. Provide products listed, classified, and labeled as suitable for the purpose intended.
 - 4. Where box size is not indicated, size to comply with NFPA 70 but not less than applicable minimum size requirements specified.
 - 5. Provide grounding terminals within boxes where equipment grounding conductors terminate.
- B. Outlet and Device Boxes Up to 100 cubic inches (1,650 cu cm), Including Those Used as Junction and Pull Boxes:
 - 1. Use sheet-steel boxes for dry locations unless otherwise indicated or required.
 - 2. Use cast iron boxes for damp or wet locations unless otherwise indicated or required; furnish with compatible weatherproof gasketed covers.
 - 3. Use suitable masonry type boxes where flush-mounted in masonry walls.
 - 4. Use raised covers suitable for the type of wall construction and device configuration where required.
 - 5. Use shallow boxes where required by the type of wall construction.
 - 6. Do not use "through-wall" boxes designed for access from both sides of wall.
 - 7. Sheet-Steel Boxes: Comply with NEMA OS 1, and list and label as complying with UL 514A.
 - 8. Cast Metal Boxes: Comply with NEMA FB 1, and list and label as complying with UL 514A; furnish with threaded hubs.
 - 9. Boxes for Supporting Luminaires and Ceiling Fans: Listed as suitable for the type and weight of load to be supported; furnished with fixture stud to accommodate mounting of luminaire where required.
 - 10. Boxes for Ganged Devices: Use multigang boxes of single-piece construction. Do not use field-connected gangable boxes unless specifically indicated or permitted.
 - 11. Wall Plates: Comply with Section 262726.
 - 12. Manufacturers:
 - a. Cooper Crouse-Hinds, a division of Eaton Corporation; _____: www.cooperindustries.com/#sle.
 - b. Hubbell Incorporated; RACO Products; _____: www.hubbell-rtb.com/#sle.
 - c. O-Z/Gedney, a brand of Emerson Electric Co; _____: www.emerson.com/#sle.
 - d. Thomas & Betts Corporation; _____: www.tnb.com/#sle.
- C. Cabinets and Enclosures, Including Junction and Pull Boxes Larger Than 100 cubic inches (1,650 cu cm):
 - 1. Comply with NEMA EN 10250, and list and label as complying with UL 50 and UL 50E, or UL 508A.
 - 2. NEMA EN 10250 Environment Type, Unless Otherwise Indicated:
 - a. Indoor Clean, Dry Locations: Type 1, painted steel.
 - b. Outdoor Locations: Type 3R, painted steel.
 - 3. Junction and Pull Boxes Larger Than 100 cubic inches (1,650 cu cm):
 - a. Provide screw-cover or hinged-cover enclosures unless otherwise indicated.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that field measurements are as indicated.
- B. Verify that mounting surfaces are ready to receive boxes.
- C. Verify that conditions are satisfactory for installation prior to starting work.

3.02 INSTALLATION

- A. Install products in accordance with manufacturer's instructions.
- B. Install boxes in accordance with NECA 1 (general workmanship) and, where applicable, NECA 130, including mounting heights specified in those standards where mounting heights are not indicated.
- C. Arrange equipment to provide minimum clearances in accordance with manufacturer's instructions and NFPA 70.
- D. Flush-mount boxes in finished areas unless specifically indicated to be surface-mounted.
- E. Box Supports:
 - 1. Secure and support boxes in accordance with NFPA 70 and Section 260529 using suitable supports and methods approved by the authority having jurisdiction.
 - 2. Provide independent support from building structure except for cast metal boxes (other than boxes used for fixture support) supported by threaded conduit connections in accordance with NFPA 70. Do not provide support from piping, ductwork, or other systems.
- F. Install boxes plumb and level.
- G. Flush-Mounted Boxes:
 - 1. Install boxes in noncombustible materials such as concrete, tile, gypsum, plaster, etc. so that front edge of box or associated raised cover is not set back from finished surface more than 1/4 inch (6 mm) or does not project beyond finished surface.
 - 2. Install boxes in combustible materials such as wood so that front edge of box or associated raised cover is flush with finished surface.
 - 3. Repair rough openings around boxes in noncombustible materials such as concrete, tile, gypsum, plaster, etc. so that there are no gaps or open spaces greater than 1/8 inch (3 mm) at the edge of the box.
- H. Install boxes as required to preserve insulation integrity.
- I. Install firestopping to preserve fire resistance rating of partitions and other elements, using materials and methods specified in Section 078400.
- J. Close unused box openings.
- K. Install blank wall plates on junction boxes and on outlet boxes with no devices or equipment installed or designated for future use.
- L. Provide grounding and bonding in accordance with Section 260526.

END OF SECTION

SECTION 265100 - INTERIOR LIGHTING

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Interior luminaires.

1.02 RELATED REQUIREMENTS

- A. Section 260529 - Hangers and Supports for Electrical Systems.
- B. Section 260533.16 - Boxes for Electrical Systems.

1.03 REFERENCE STANDARDS

- A. IES LM-80 - Approved Method: Measuring Maintenance of Light Output Characteristics of Solid-State Light Sources; 2021.
- B. NECA/IESNA 500 - Standard for Installing Indoor Commercial Lighting Systems; 2025.
- C. NECA/IESNA 502 - Standard for Installing Industrial Lighting Systems; 2006.
- D. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- E. UL 1598 - Luminaires; Current Edition, Including All Revisions.

1.04 SUBMITTALS

- A. Shop Drawings:
 - 1. Indicate dimensions and components for each luminaire that is not a standard product of the manufacturer.
- B. Product Data: Provide manufacturer's standard catalog pages and data sheets including detailed information on luminaire construction, dimensions, ratings, finishes, mounting requirements, listings, service conditions, photometric performance, installed accessories, and ceiling compatibility; include model number nomenclature clearly marked with all proposed features.
 - 1. LED Luminaires:
 - a. Include estimated useful life, calculated based on IES LM-80 test data.

PART 2 PRODUCTS

2.01 LUMINAIRE TYPES

- A. Furnish products as indicated in luminaire schedule included on the drawings.

2.02 LUMINAIRES

- A. Provide products that comply with requirements of NFPA 70.
- B. Provide products that are listed and labeled as complying with UL 1598, where applicable.
- C. Provide products listed, classified, and labeled as suitable for the purpose intended.
- D. Unless otherwise indicated, provide complete luminaires including lamp(s) and all sockets, ballasts, reflectors, lenses, housings and other components required to position, energize and protect the lamp and distribute the light.
- E. Unless specifically indicated to be excluded, provide all required conduit, boxes, wiring, connectors, hardware, supports, trims, accessories, etc. as necessary for a complete operating system.
- F. Provide products suitable to withstand normal handling, installation, and service without any damage, distortion, corrosion, fading, discoloring, etc.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that field measurements are as indicated.

- B. Verify that outlet boxes are installed in proper locations and at proper mounting heights and are properly sized to accommodate conductors in accordance with NFPA 70.
- C. Verify that suitable support frames are installed where required.
- D. Verify that branch circuit wiring installation is completed, tested, and ready for connection to luminaires.
- E. Verify that conditions are satisfactory for installation prior to starting work.

3.02 INSTALLATION

- A. Coordinate locations of outlet boxes provided under Section 260533.16 as required for installation of luminaires provided under this section.
- B. Install products in accordance with manufacturer's instructions.
- C. Install luminaires securely, in a neat and workmanlike manner, as specified in NECA 500 (commercial lighting) and NECA 502 (industrial lighting).
- D. Provide required support and attachment in accordance with Section 260529.
- E. Install luminaires plumb and square and aligned with building lines and with adjacent luminaires.
- F. Suspended Ceiling Mounted Luminaires:
 - 1. Do not use ceiling tiles to bear weight of luminaires.
 - 2. Do not use ceiling support system to bear weight of luminaires unless ceiling support system is certified as suitable to do so.
 - 3. Secure lay-in luminaires to ceiling support channels using listed safety clips at four corners.
 - 4. See appropriate Division 9 section where suspended grid ceiling is specified for additional requirements.
- G. Install accessories furnished with each luminaire.
- H. Bond products and metal accessories to branch circuit equipment grounding conductor.
- I. Install lamps in each luminaire.

3.03 CLEANING

- A. Clean surfaces according to NECA 500 (commercial lighting), NECA 502 (industrial lighting), and manufacturer's instructions to remove dirt, fingerprints, paint, or other foreign material and restore finishes to match original factory finish.

END OF SECTION

SECTION 265600 - EXTERIOR LIGHTING

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Exterior luminaires.

1.02 RELATED REQUIREMENTS

- A. Section 260529 - Hangers and Supports for Electrical Systems.
- B. Section 260533.16 - Boxes for Electrical Systems.

1.03 REFERENCE STANDARDS

- A. IES LM-80 - Approved Method: Measuring Maintenance of Light Output Characteristics of Solid-State Light Sources; 2021.
- B. NECA 1 - Standard for Good Workmanship in Electrical Construction; 2023.
- C. NECA/IESNA 501 - Standard for Installing Exterior Lighting Systems; 2000 (Reaffirmed 2006).
- D. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- E. UL 1598 - Luminaires; Current Edition, Including All Revisions.

1.04 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Notify Architect of any conflicts or deviations from Contract Documents to obtain direction prior to proceeding with work.

1.05 SUBMITTALS

- A. Shop Drawings:
 - 1. Indicate dimensions and components for each luminaire that is not a standard product of the manufacturer.
- B. Product Data: Provide manufacturer's standard catalog pages and data sheets including detailed information on luminaire construction, dimensions, ratings, finishes, mounting requirements, listings, service conditions, photometric performance, weight, effective projected area (EPA), and installed accessories; include model number nomenclature clearly marked with all proposed features.
 - 1. LED Luminaires:
 - a. Include estimated useful life, calculated based on IES LM-80 test data.

1.06 QUALITY ASSURANCE

- A. Comply with requirements of NFPA 70.

PART 2 PRODUCTS

2.01 LUMINAIRE TYPES

- A. Furnish products as indicated in luminaire schedule included on the drawings.

2.02 LUMINAIRES

- A. Provide products that comply with requirements of NFPA 70.
- B. Provide products that are listed and labeled as complying with UL 1598, where applicable.
- C. Provide products listed, classified, and labeled as suitable for the purpose intended.
- D. Unless otherwise indicated, provide complete luminaires including lamp(s) and all sockets, ballasts, reflectors, lenses, housings and other components required to position, energize and protect the lamp and distribute the light.
- E. Unless specifically indicated to be excluded, provide all required conduit, boxes, wiring, connectors, hardware, poles, foundations, supports, trims, accessories, etc. as necessary for a complete operating system.

- F. Provide products suitable to withstand normal handling, installation, and service without any damage, distortion, corrosion, fading, discoloring, etc.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that field measurements are as indicated.
- B. Verify that outlet boxes are installed in proper locations and at proper mounting heights and are properly sized to accommodate conductors in accordance with NFPA 70.
- C. Verify that suitable support frames are installed where required.
- D. Verify that branch circuit wiring installation is completed, tested, and ready for connection to luminaires.
- E. Verify that conditions are satisfactory for installation prior to starting work.

3.02 INSTALLATION

- A. Coordinate locations of outlet boxes provided under Section 260533.16 as required for installation of luminaires provided under this section.
- B. Install products in accordance with manufacturer's instructions.
- C. Install luminaires in accordance with NECA/IESNA 501.
- D. Provide required support and attachment in accordance with Section 260529.
- E. Install luminaires plumb and square and aligned with building lines and with adjacent luminaires.
- F. Install accessories furnished with each luminaire.
- G. Bond products and metal accessories to branch circuit equipment grounding conductor.
- H. Install lamps in each luminaire.

3.03 CLEANING

- A. Clean surfaces according to NECA/IESNA 501 and manufacturer's instructions to remove dirt, fingerprints, paint, or other foreign material and restore finishes to match original factory finish.

END OF SECTION