



# Wardlaw AHU-3 Replacement

## Project Manual

November 5, 2012

State Project No. H27-1940  
Engineer's Project No. 11570

Swygert & Associates

**CONSULTING ENGINEERS**

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**SE-310  
REQUEST FOR ADVERTISEMENT**

**2011 Edition  
Rev. 7/20/2011**

**PROJECT NAME:** Warlaw AHU-3 Replacement

**PROJECT NUMBER:** H27-1940

**PROJECT LOCATION:** Columbia, South Carolina

Contractor may be subject to performance appraisal at close of project

**BID SECURITY REQUIRED?** Yes  No

**PERFORMANCE & PAYMENT BONDS REQUIRED?** Yes  No

**CONSTRUCTION COST RANGE:** \$250,000.00 - \$300,000.00

**DESCRIPTION OF PROJECT:** Replacement of a dual duct, four pipe roof mounted air handling unit and associated electrical, fire alarm, and structural work.

**A/E NAME:** Swygert & Associates

**A/E CONTACT:** Brad Jasinski

**A/E ADDRESS:** Street/PO Box: 1315 State Street

City: Cayce

State: SC ZIP: 29033-

**EMAIL:** brad@swygert-associates.com

**TELEPHONE:** 803-791-9300

**FAX:** 803-791-0830

All questions & correspondence concerning this Invitation shall be addressed to the A/E.

**BIDDING DOCUMENTS/PLANS MAY BE OBTAINED FROM:** http://purchasing.sc.edu

**PLAN DEPOSIT AMOUNT:** \$0.00 **IS DEPOSIT REFUNDABLE:** Yes  No

Only those Bidding Documents/Plans obtained from the above listed source(s) are official. Bidders rely on copies of Bidding Documents/Plans obtained from any other source at their own risk.

**BIDDING DOCUMENTS/PLANS ARE ALSO ON FILE FOR VIEWING PURPOSES ONLY AT** *(list name and location for each plan room or other entity):*

It is the contractor's responsibility to download plans/specs, addend, award from the purchasing website.

http://purchasing.sc.edu

**PRE-BID CONFERENCE?** Yes  No  **MANDATORY ATTENDANCE?** Yes  No

**DATE:** 6/5/2013

**TIME:** 2:00 pm

**PLACE:** 743 Greene Street, Columbia, SC 29208 - Conference Room 53. A site visit will be held directly after the Pre-Bid Conference.

**AGENCY:** University of South Carolina

**NAME OF AGENCY PROCUREMENT OFFICER:** Juaquana Brookins

**ADDRESS:** Street/PO Box: 743 Greene Street

City: Columbia

State: SC ZIP: 29208-

**EMAIL:** JBROOKIN@fmc.sc.edu

**TELEPHONE:** 803-777-3596

**FAX:** 803-777-7334

**BID CLOSING DATE:** 6/19/2013 **TIME:** 2:00 pm **LOCATION:** 743 Greene Street, Columbia, SC 29208 - Conf. Room 53

**BID DELIVERY ADDRESSES:**

**HAND-DELIVERY:**

Attn: Juaquana Brookins

USC Facilities Management Center

743 Greene Street

Columbia, SC 29208

**MAIL SERVICE:**

Attn: Juaquana Brookins

USC Facilities Management Center

743 Greene Street

Columbia, SC 29208

**IS PROJECT WITHIN AGENCY CONSTRUCTION CERTIFICATION? (Agency MUST check one)** Yes  No

**APPROVED BY** *(Office of State Engineer):* \_\_\_\_\_

**DATE:** \_\_\_\_\_

A701

**Instructions to Bidders**  
(1997 Edition)

Original AIA Document on file at the office  
of Swygert & Associates  
1315 State St., Cayce, SC 29033

# OSE FORM 00201

## STANDARD SUPPLEMENTAL INSTRUCTIONS TO BIDDERS

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**OWNER:** University of South Carolina  
**PROJECT NUMBER:** H27-1940  
**PROJECT NAME:** Wardlaw AHU-3 Replacement  
**PROJECT LOCATION:** Columbia, SC

**PROCUREMENT OFFICER:** Juaquana Brookins

### 1. STANDARD SUPPLEMENTAL INSTRUCTIONS TO BIDDERS

**1.1.** These Standard Supplemental Instructions To Bidders amend or supplement Instructions To Bidders (AIA Document A701-1997) and other provisions of Bidding and Contract Documents as indicated below.

**1.2.** Compliance with these Standard Supplemental Instructions is required by the Office of State Engineer (OSE) for all State projects when competitive sealed bidding is used as the method of procurement.

**1.3.** All provisions of A701-1997, which are not so amended or supplemented, remain in full force and effect.

**1.4.** Bidders are cautioned to carefully examine the Bidding and Contract Documents for additional instructions or requirements.

### 2. MODIFICATIONS TO A701-1997

**2.1.** *Delete Section 1.1 and insert the following:*

**1.1** Bidding Documents, collectively referred to as the **Invitation for Bids**, include the Bidding Requirements and the proposed Contract Documents. The Bidding Requirements consist of the Advertisement, Instructions to Bidders (A-701), Supplementary Instructions to Bidders, the bid form (SE-330), the Intent to Award Notice (SE-370), and other sample bidding and contract forms. The proposed Contract Documents consist of the form of Agreement between the Owner and Contractor, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, all Addenda issued prior to execution of the Contract, and other documents set forth in the Bidding Documents. Any reference in this document to the Agreement between the Owner and Contractor, AIA Document A101, or some abbreviated reference thereof, shall mean the AIA A101, 2007 Edition as modified by OSE Form 00501 – Standard Modification to Agreement Between Owner and Contractor. Any reference in this document to the General Conditions of the Contract for Construction, AIA Document A201, or some abbreviated reference thereof, shall mean the AIA A201, 2007 Edition as modified by OSE Form 00811 – Standard Supplementary Conditions.

**2.2.** *In Section 1.8, delete the words “and who meets the requirements set forth in the Bidding Documents”.*

**2.3.** *In Section 2.1, delete the word “making” and substitute the word “submitting.”*

**2.4.** *In Section 2.1.1:*

*After the words “Bidding Documents,” delete the word “or” and substitute the word “and.”*

*Insert the following at the end of this section:*

Bidders are expected to examine the Bidding Documents and Contract Documents thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at the Bidder’s risk. Bidder assumes responsibility for any patent ambiguity that Bidder does not bring to the Owner’s attention prior to bid opening.

**2.5.** *In Section 2.1.3, insert the following after the term “Contract Documents” and before the period:*

and accepts full responsibility for any pre-bid existing conditions that would affect the Bid that could have been ascertained by a site visit. As provided in Regulation 19-445.2042(B), A bidder’s failure to attend an advertised pre-bid conference will not excuse its responsibility for estimating properly the difficulty and cost of successfully performing the work, or for proceeding to successfully perform the work without additional expense to the State.

**OSE FORM 00201****STANDARD SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

2.6. *Insert the following Sections 2.2 through 2.6:*

**2.2 CERTIFICATION OF INDEPENDENT PRICE DETERMINATION**

GIVING FALSE, MISLEADING, OR INCOMPLETE INFORMATION ON THIS CERTIFICATION MAY RENDER YOU SUBJECT TO PROSECUTION UNDER SECTION 16-9-10 OF THE SOUTH CAROLINA CODE OF LAWS AND OTHER APPLICABLE LAWS.

(a) By submitting an bid, the bidder certifies that—

(1) The prices in this bid have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder or competitor relating to—

- (i) Those prices;
- (ii) The intention to submit an bid; or
- (iii) The methods or factors used to calculate the prices offered.

(2) The prices in this bid have not been and will not be knowingly disclosed by the bidder, directly or indirectly, to any other bidder or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the bidder to induce any other concern to submit or not to submit an bid for the purpose of restricting competition.

(b) Each signature on the bid is considered to be a certification by the signatory that the signatory—

(1) Is the person in the bidder's organization responsible for determining the prices being offered in this bid, and that the signatory has not participated and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification; or

(2)(i) Has been authorized, in writing, to act as agent for the bidder's principals in certifying that those principals have not participated, and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification [As used in this subdivision (b)(2)(i), the term "principals" means the person(s) in the bidder's organization responsible for determining the prices offered in this bid];

(ii) As an authorized agent, does certify that the principals referenced in subdivision (b)(2)(i) of this certification have not participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification; and

(iii) As an agent, has not personally participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification.

(c) If the bidder deletes or modifies paragraph (a)(2) of this certification, the bidder must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

**2.3 DRUG FREE WORKPLACE**

By submitting a bid, the Bidder certifies that Bidder will maintain a drug free workplace in accordance with the requirements of Title 44, Chapter 107 of South Carolina Code of Laws, as amended.

**2.4 CERTIFICATION REGARDING DEBARMENT AND OTHER RESPONSIBILITY MATTERS**

(a) (1) By submitting an Bid, Bidder certifies, to the best of its knowledge and belief, that-

(i) Bidder and/or any of its Principals-

(A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any state or federal agency;

(B) Have not, within a three-year period preceding this bid, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in

**OSE FORM 00201****STANDARD SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of bids; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.

(ii) Bidder has not, within a three-year period preceding this bid, had one or more contracts terminated for default by any public (Federal, state, or local) entity.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

(b) Bidder shall provide immediate written notice to the Procurement Officer if, at any time prior to contract award, Bidder learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) If Bidder is unable to certify the representations stated in paragraphs (a)(1), Bid must submit a written explanation regarding its inability to make the certification. The certification will be considered in connection with a review of the Bidder's responsibility. Failure of the Bidder to furnish additional information as requested by the Procurement Officer may render the Bidder nonresponsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Bidder is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Bidder knowingly or in bad faith rendered an erroneous certification, in addition to other remedies available to the State, the Procurement Officer may terminate the contract resulting from this solicitation for default.

**2.5 ETHICS CERTIFICATE**

By submitting a bid, the bidder certifies that the bidder has and will comply with, and has not, and will not, induce a person to violate Title 8, Chapter 13 of the South Carolina Code of Laws, as amended (ethics act). The following statutes require special attention: Section 8-13-700, regarding use of official position for financial gain; Section 8-13-705, regarding gifts to influence action of public official; Section 8-13-720, regarding offering money for advice or assistance of public official; Sections 8-13-755 and 8-13-760, regarding restrictions on employment by former public official; Section 8-13-775, prohibiting public official with economic interests from acting on contracts; Section 8-13-790, regarding recovery of kickbacks; Section 8-13-1150, regarding statements to be filed by consultants; and Section 8-13-1342, regarding restrictions on contributions by contractor to candidate who participated in awarding of contract. The state may rescind any contract and recover all amounts expended as a result of any action taken in violation of this provision. If contractor participates, directly or indirectly, in the evaluation or award of public contracts, including without limitation, change orders or task orders regarding a public contract, contractor shall, if required by law to file such a statement, provide the statement required by Section 8-13-1150 to the procurement officer at the same time the law requires the statement to be filed.

**2.6 RESTRICTIONS APPLICABLE TO BIDDERS & GIFTS**

Violation of these restrictions may result in disqualification of your bid, suspension or debarment, and may constitute a violation of the state Ethics Act. (a) After issuance of the solicitation, ***bidder agrees not to discuss this procurement activity in any way with the Owner or its employees, agents or officials.*** All communications must be solely with the Procurement Officer. This restriction may be lifted by express written permission from the Procurement Officer. This restriction expires once a contract has been formed. (b) Unless otherwise approved in writing by the Procurement



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Officer, *bidder agrees not to give anything to the Owner, any affiliated organizations, or the employees, agents or officials of either, prior to award.* (c) Bidder acknowledges that the policy of the State is that a governmental body should not accept or solicit a gift, directly or indirectly, from a donor if the governmental body has reason to believe the donor has or is seeking to obtain contractual or other business or financial relationships with the governmental body. Regulation 19-445.2165(C) broadly defines the term donor.

**2.7. Delete Section 3.1.1 and substitute the following:**

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

**2.8. Delete the language of Section 3.1.2 and insert the word "Reserved."****2.9. In Section 3.1.4, delete the words "and Architect may make" and substitute the words "has made."****2.10. Insert the following Section 3.1.5**

**3.1.5** All persons obtaining Bidding Documents from the issuing office designated in the Advertisement shall provide that office with Bidder's contact information to include the Bidder's name, telephone number, mailing address, and email address.

**2.11. In Section 3.2.2:**

Delete the words "and Sub-bidders"

Delete the word "seven" and substitute the word "ten"

**2.12. In Section 3.2.3:**

In the first Sentence, insert the word "written" before the word "Addendum."

Insert the following at the end of the section:

As provided in Regulation 19-445.2042(B), nothing stated at the pre-bid conference shall change the Bidding Documents unless a change is made by written Addendum.

**2.13. Insert the following at the end of Section 3.3.1:**

Reference in the Bidding Documents to a designated material, product, thing, or service by specific brand or trade name followed by the words "or equal" and "or approved equal" shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition.

**2.14. Delete Section 3.3.2 and substitute the following:**

**3.3.2** No request to substitute materials, products, or equipment for materials, products, or equipment described in the Bidding Documents and no request for addition of a manufacturer or supplier to a list of approved manufacturers or suppliers in the Bidding Documents will be considered prior to receipt of Bids unless written request for approval has been received by the Architect at least ten days prior to the date for receipt of Bids established in the Invitation for Bids. Any subsequent extension of the date for receipt of Bids by addendum shall not extend the date for receipt of such requests unless the addendum so specifies. Such requests shall include the name of the material or equipment for which it is to be substituted and a complete description of the proposed substitution including drawings, performance and test data, and other information necessary for an evaluation. A statement setting forth changes in other materials, equipment or other portions of the Work, including changes in the work of other contracts that incorporation of the proposed substitution would require, shall be included. The burden of proof of the merit of the proposed substitution is upon the proposer. The Architect's decision of approval or disapproval of a proposed substitution shall be final.

**2.15. Delete Section 3.4.3 and substitute the following:**

**3.4.3** Addenda will be issued no later than 120 hours prior to the time for receipt of Bids except an Addendum withdrawing the request for Bids or one which includes postponement of the date for receipt of Bids.

**OSE FORM 00201****STANDARD SUPPLEMENTAL INSTRUCTIONS TO BIDDERS****2.16. Insert the following Sections 3.4.5 and 3.4.6:**

**3.4.5** When the date for receipt of Bids is to be postponed and there is insufficient time to issue a written Addendum prior to the original Bid Date, Owner will notify prospective Bidders by telephone or other appropriate means with immediate follow up with a written Addendum. This Addendum will verify the postponement of the original Bid Date and establish a new Bid Date. The new Bid Date will be no earlier than the fifth (5th) calendar day after the date of issuance of the Addendum postponing the original Bid Date.

**3.4.6.** If an emergency or unanticipated event interrupts normal government processes so that bids cannot be received at the government office designated for receipt of bids by the exact time specified in the solicitation, the time specified for receipt of bids will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal government processes resume. In lieu of an automatic extension, an Addendum may be issued to reschedule bid opening. If state offices are closed at the time a pre-bid or pre-proposal conference is scheduled, an Addendum will be issued to reschedule the conference. Useful information may be available at: [http://www.scemd.org/scgovweb/weather\\_alert.html](http://www.scemd.org/scgovweb/weather_alert.html)

**2.17. In Section 4.1.1, delete the word “forms” and substitute the words “SE-330 Bid Form.”****2.18. Delete Section 4.1.2 and substitute the following:**

**4.1.2** Any blanks on the bid form to be filled in by the Bidder shall be legibly executed in a non-erasable medium. Bids shall be signed in ink or other indelible media.

**2.19. Delete Section 4.1.3 and substitute the following:**

**4.1.3** Sums shall be expressed in figures.

**2.20. Insert the following at the end of Section 4.1.4:**

Bidder shall not make stipulations or qualify his bid in any manner not permitted on the bid form. An incomplete Bid or information not requested that is written on or attached to the Bid Form that could be considered a qualification of the Bid, may be cause for rejection of the Bid.

**2.21. Delete Section 4.1.5 and substitute the following:**

**4.1.5** All requested Alternates shall be bid. The failure of the bidder to indicate a price for an Alternate shall render the Bid non-responsive. Indicate the change to the Base Bid by entering the dollar amount and marking, as appropriate, the box for “ADD TO” or “DEDUCT FROM”. If no change in the Base Bid is required, enter “ZERO” or “No Change.” For add alternates to the base bid, Subcontractor(s) listed on page BF-2 of the Bid Form to perform Alternate Work may be used for both Alternates and Base Bid Work if Alternates are accepted.

**2.22. Delete Section 4.1.6 and substitute the following:**

**4.1.6** Pursuant to Title 11, Chapter 35, Section 3020(b)(i) of the South Carolina Code of Laws, as amended, Section 7 of the Bid Form sets forth a list of subcontractor specialties for which Bidder is required to list only the subcontractors Bidder will use to perform the work of each listed specialty. Bidder must follow the Instructions in the Bid Form for filling out this section of the Bid Form. Failure to properly fill out Section 7 may result in rejection of Bidder’s bid as non-responsive.

**2.23. Delete Section 4.1.7 and substitute the following:**

**4.1.7** Each copy of the Bid shall state the legal name of the Bidder and the nature of legal form of the Bidder. Each copy shall be signed by the person or persons legally authorized to bind the Bidder to a contract. A Bid submitted by an agent shall have a current power of attorney attached certifying the agent's authority to bind the Bidder.

**2.24. Delete Section 4.2.1 and substitute the following:**

**4.2.1** If required by the Invitation for Bids, each Bid shall be accompanied by a bid security in an amount of not less than five percent of the Base Bid. The bid security shall be a bid bond or a certified cashier’s check. The Bidder pledges to enter into a Contract with the Owner on the terms stated in the Bid and will, if required, furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder. Should the Bidder refuse to enter into such Contract or fail to furnish such bonds if required, the amount of the bid security shall be forfeited to the Owner as liquidated damages, not as a penalty.

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**4.2.2** If a surety bond is required, it shall be written on AIA Document A310, Bid Bond, and the attorney-in-fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of the power of attorney. The bid bond shall:

- .1** Be issued by a surety company licensed to do business in South Carolina;
- .2** Be issued by a surety company having, at a minimum, a "Best Rating" of "A" as stated in the most current publication of "Best's Key Rating Guide, Property-Casualty", which company shows a financial strength rating of at least five (5) times the contract price.
- .3** Be enclosed in the bid envelope at the time of Bid Opening, either in paper copy or as an electronic bid bond authorization number provided on the Bid Form and issued by a firm or organization authorized by the surety to receive, authenticate and issue binding electronic bid bonds on behalf the surety.

**2.26. Delete Section 4.2.3 and substitute the following:**

**4.2.3** By submitting a bid bond via an electronic bid bond authorization number on the Bid Form and signing the Bid Form, the Bidder certifies that an electronic bid bond has been executed by a Surety meeting the standards required by the Bidding Documents and the Bidder and Surety are firmly bound unto the State of South Carolina under the conditions provided in this Section 4.2.

**2.27. Insert the following Section 4.2.4:**

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

**2.28. Delete Section 4.3.1 and substitute the following:**

**4.3.1** All copies of the Bid, the bid security, if any, and any other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall, unless hand delivered by the Bidder, be addressed to the Owner's designated purchasing office as shown in the Invitation for Bids. The envelope shall be identified with the Project name, the Bidder's name and address and, if applicable, the designated portion of the Work for which the Bid is submitted. If the Bid is sent by mail or special delivery service (UPS, Federal Express, etc.), the envelope should be labeled "BID ENCLOSED" on the face thereof. Bidders hand delivering their Bids shall deliver Bids to the place of the Bid Opening as shown in the Invitation for Bids. Whether or not Bidders attend the Bid Opening, they shall give their Bids to the Owner's procurement officer or his/her designee as shown in the Invitation for Bids prior to the time of the Bid Opening.

**2.29. Insert the following Section 4.3.6 and substitute the following:**

**4.3.5** The official time for receipt of Bids will be determined by reference to the clock designated by the Owner's procurement officer or his/her designee. The procurement officer conducting the Bid Opening will determine and announce that the deadline has arrived and no further Bids or bid modifications will be accepted. All Bids and bid modifications in the possession of the procurement officer at the time the announcement is completed will be timely, whether or not the bid envelope has been date/time stamped or otherwise marked by the procurement officer.

**2.30. Delete Section 4.4.2 and substitute the following:**

**4.4.2** Prior to the time and date designated for receipt of Bids, a Bid submitted may be withdrawn in person or by written notice to the party receiving Bids at the place designated for receipt of Bids. Withdrawal by written notice shall be in writing over the signature of the Bidder.

**2.31. In Section 5.1, delete everything following the caption "OPENING OF BIDS" and substitute the following:**

**5.1.1** Bids received on time will be publicly opened and will be read aloud. Owner will not read aloud Bids that Owner determines, at the time of opening, to be non-responsive. .

**5.1.2** At bid opening, Owner will announce the date and location of the posting of the Notice of Intended Award.

**5.1.3** Owner will send a copy of the final Bid Tabulation to all Bidders within ten (10) working days of the Bid Opening.

**OSE FORM 00201****STANDARD SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

**5.1.4** If Owner determines to award the Project, Owner will, after posting a Notice of Intended Award, send a copy of the Notice to all Bidders.

**5.1.5** If only one Bid is received, Owner will open and consider the Bid.

**2.32.** *In Section 5.2, insert the section number “5.2.1” before the words of the “The Owner” at the beginning of the sentence.*

**2.33.** *Insert the following Sections 5.2.2 and 5.2.3:*

**5.2.2** The reasons for which the Owner will reject Bids include, but are not limited to:

- .1** Failure by a Bidder to be represented at a Mandatory Pre-Bid Conference or site visit;
- .2** Failure to deliver the Bid on time;
- .3** Failure to comply with Bid Security requirements, except as expressly allowed by law;
- .4** Listing an invalid electronic Bid Bond authorization number on the bid form;
- .5** Failure to Bid an Alternate, except as expressly allowed by law;
- .6** Failure to list qualified Subcontractors as required by law;
- .7** Showing any material modification(s) or exception(s) qualifying the Bid;
- .8** Faxing a Bid directly to the Owner or their representative; or
- .9** Failure to include a properly executed Power-of-Attorney with the bid bond.

**5.2.3** The Owner may reject a Bid as nonresponsive if the prices bid are materially unbalanced between line items or sub-line items. A bid is materially unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated in relation to cost for other work, and if there is a reasonable doubt that the bid will result in the lowest overall cost to the Owner even though it may be the low evaluated bid, or if it is so unbalanced as to be tantamount to allowing an advance payment.

**2.34.** *Delete Section 6.1 and substitute the following:*

**6.1 CONTRACTOR'S RESPONSIBILITY**

Owner will make a determination of Bidder's responsibility before awarding a contract. Bidder shall provide all information and documentation requested by the Owner to support the Owner's evaluation of responsibility. Failure of Bidder to provide requested information is cause for the Owner, at its option, to determine the Bidder to be non-responsible

**2.35.** *Delete the language of Section 6.2 and insert the word “Reserved.”*

**2.36.** *Delete the language of Sections 6.3.2, 6.3.3, and 6.3.4 and insert the word “Reserved” after each Section Number.*

**2.37.** *Insert the following Section 6.4*

**6.4 CLARIFICATION**

Pursuant to Section 11-35-1520(8), the Procurement Officer may elect to communicate with a Bidder after opening for the purpose of clarifying either the Bid or the requirements of the Invitation for Bids. Such communications may be conducted only with Bidders who have submitted a Bid which obviously conforms in all material aspects to the Invitation for Bids and only in accordance with Appendix D (Paragraph A(6)) to the Manual for Planning and Execution of State Permanent Improvement, Part II. Clarification of a Bid must be documented in writing and included with the Bid. Clarifications may not be used to revise a Bid or the Invitation for Bids. [Section 11-35-1520(8); R.19-445.2080]

**2.38.** *Delete Section 7.1.2 and substitute the following:*

**7.1.2** The performance and payment bonds shall conform to the requirements of Section 11.4 of the General Conditions of the Contract. If the furnishing of such bonds is stipulated in the Bidding Documents, the cost shall be included in the Bid.

**2.39.** *Delete the language of Section 7.1.3 and insert the word “Reserved.”*

**2.40.** *In Section 7.2, insert the words “CONTRACT, CERTIFICATES OF INSURANCE” into the caption after the word “Delivery.”*

**OSE FORM 00201****STANDARD SUPPLEMENTAL INSTRUCTIONS TO BIDDERS****2.41. Delete Section 7.2.1 and substitute the following:**

**7.2.1** After expiration of the protest period, the Owner will tender a signed Contract for Construction to the Bidder and the Bidder shall return the fully executed Contract for Construction to the Owner within seven days thereafter. The Bidder shall deliver the required bonds and certificate of insurance to the Owner not later than three days following the date of execution of the Contract. Failure to deliver these documents as required shall entitle the Owner to consider the Bidder's failure as a refusal to enter into a contract in accordance with the terms and conditions of the Bidder's Bid and to make claim on the Bid Security for re-procurement cost.

**2.42. Delete the language of Section 7.2.2 and insert the word "Reserved."****2.43. Delete the language of Article 8 and insert the following:**

Unless otherwise required in the Bidding Documents, the Agreement for the Work will be written on South Carolina Modified AIA Document A101, 2007, Standard Form of Agreement Between Owner and Contractor as modified by OSE Form 00501 – Standard Modification to Agreement Between Owner and Contractor.

**2.44. Insert the following Article 9:****ARTICLE 9 MISCELLANEOUS****9.1 NONRESIDENT TAXPAYER REGISTRATION AFFIDAVIT INCOME TAX WITHHOLDING IMPORTANT TAX NOTICE - NONRESIDENTS ONLY**

Withholding Requirements for Payments to Nonresidents: Section 12-8-550 of the South Carolina Code of Laws requires persons hiring or contracting with a nonresident conducting a business or performing personal services of a temporary nature within South Carolina to withhold 2% of each payment made to the nonresident. The withholding requirement does not apply to (1) payments on purchase orders for tangible personal property when the payments are not accompanied by services to be performed in South Carolina, (2) nonresidents who are not conducting business in South Carolina, (3) nonresidents for contracts that do not exceed \$10,000 in a calendar year, or (4) payments to a nonresident who (a) registers with either the S.C. Department of Revenue or the S.C. Secretary of State and (b) submits a Nonresident Taxpayer Registration Affidavit - Income Tax Withholding, Form I-312 to the person letting the contract.

For information about other withholding requirements (e.g., employee withholding), contact the Withholding Section at the South Carolina Department of Revenue at 803-898-5383 or visit the Department's website at: [www.sctax.org](http://www.sctax.org)

This notice is for informational purposes only. This Owner does not administer and has no authority over tax issues. All registration questions should be directed to the License and Registration Section at 803-898-5872 or to the South Carolina Department of Revenue, Registration Unit, Columbia, S.C. 29214-0140. All withholding questions should be directed to the Withholding Section at 803-898- 5383.

PLEASE SEE THE "NONRESIDENT TAXPAYER REGISTRATION AFFIDAVIT INCOME TAX WITHHOLDING" FORM (FORM NUMBER I-312) LOCATED AT: <http://www.sctax.org/Forms+and+Instructions/withholding/default.htm>.

**9.2 CONTRACTOR LICENSING**

Contractors and Subcontractors listed in Section 7 of the Bid Form who are required by the South Carolina Code of Laws to be licensed, must be licensed at the time of bidding.

**9.3 SUBMITTING CONFIDENTIAL INFORMATION**

For every document Bidder submits in response to or with regard to this solicitation or request, Bidder must separately mark with the word "CONFIDENTIAL" every page, or portion thereof, that Bidder contends contains information that is exempt from public disclosure because it is either (a) a trade secret as defined in Section 30-4-40(a)(1), or (b) privileged & confidential, as that phrase is used in Section 11-35-410. For every document Bidder submits in response to or with regard to this solicitation or request, Bidder must separately mark with the words "TRADE SECRET" every page, or portion thereof, that Bidder contends contains a trade secret as that term is defined by Section 39-8-20 of the Trade Secrets Act. For every document Bidder submits in response to or with regard to this solicitation or request, Bidder must separately mark with the word "PROTECTED" every page, or portion thereof, that Bidder contends is protected by Section 11-35-1810. All markings must be conspicuous; use color, bold, underlining, or some other method in order to conspicuously distinguish the mark from the other text. Do not mark your entire bid as confidential, trade secret, or protected! If your bid, or any part thereof, is improperly marked as confidential or trade

**OSE FORM 00201****STANDARD SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

secret or protected, the State may, in its sole discretion, determine it nonresponsive. If only portions of a page are subject to some protection, do not mark the entire page. By submitting a response to this solicitation, Bidder (1) agrees to the public disclosure of every page of every document regarding this solicitation or request that was submitted at any time prior to entering into a contract (including, but not limited to, documents contained in a response, documents submitted to clarify a response, & documents submitted during negotiations), unless the page is conspicuously marked "TRADE SECRET" or "CONFIDENTIAL" or "PROTECTED", (2) agrees that any information not marked, as required by these bidding instructions, as a "Trade Secret" is not a trade secret as defined by the Trade Secrets Act, & (3) agrees that, notwithstanding any claims or markings otherwise, any prices, commissions, discounts, or other financial figures used to determine the award, as well as the final contract amount, are subject to public disclosure. In determining whether to release documents, the State will detrimentally rely on Bidders's marking of documents, as required by these bidding instructions, as being either "Confidential" or "Trade Secret" or "PROTECTED". By submitting a response, Bidder agrees to defend, indemnify & hold harmless the State of South Carolina, its officers & employees, from every claim, demand, loss, expense, cost, damage or injury, including attorney's fees, arising out of or resulting from the State withholding information that Bidder marked as "confidential" or "trade secret" or "PROTECTED".

**9.4 POSTING OF INTENT TO AWARD**

Notice of Intent to Award, SE-370, will be posted at the following location:

**Room or Area of Posting:** Reception Area

**Building Where Posted:** Facilities Planning and Construction

**Address of Building:** 743 Greene Street, Columbia, SC 29208

**WEB site address (if applicable):** <http://purchasing.sc.edu>

**Posting date will be announced at bid opening.** In addition to posting the notice, the Owner will promptly send all responsive bidders a copy of the notice of intent to award and the final bid tabulation

**9.5 PROTEST OF SOLICITATION OR AWARD**

Any prospective bidder, offeror, contractor, or subcontractor who is aggrieved in connection with the solicitation of a contract shall protest within fifteen days of the date of issuance of the applicable solicitation document at issue. Any actual bidder, offeror, contractor, or subcontractor who is aggrieved in connection with the intended award or award of a contract shall protest within ten days of the date notification of intent to award is posted in accordance with Title 11, Chapter 35, Section 4210 of the South Carolina Code of Laws, as amended. A protest shall be in writing, shall set forth the grounds of the protest and the relief requested with enough particularity to give notice of the issues to be decided, and must be received by the State Engineer within the time provided.

Any protest must be addressed to the CPO, Office of State Engineer, and submitted in writing:

(a) by email to [protest-ose@mmo.sc.gov](mailto:protest-ose@mmo.sc.gov),

(b) by facsimile at 803-737-0639, or

(c) by post or delivery to 1201 Main Street, Suite 600, Columbia, SC 29201.

By submitting a protest to the foregoing email address, you (and any person acting on your behalf) consent to receive communications regarding your protest (and any related protests) at the e-mail address from which you sent your protest.

**9.6 SOLICITATION INFORMATION FROM SOURCES OTHER THAN OFFICIAL SOURCE**

South Carolina Business Opportunities (SCBO) is the official state government publication for State of South Carolina solicitations. Any information on State agency solicitations obtained from any other source is unofficial and any reliance placed on such information is at the bidder's sole risk and is without recourse under the South Carolina Consolidated Procurement Code.

**9.7 BUILDER'S RISK INSURANCE**

Bidder's are directed to Article 11.3 of the South Carolina Modified AIA Document A201, 2007 Edition, which, unless provided otherwise in the bid documents, requires the contractor to provide builder's risk insurance on the project.

**OSE FORM 00201**

**STANDARD SUPPLEMENTAL INSTRUCTIONS TO BIDDERS**

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**9.8 TAX CREDIT FOR SUBCONTRACTING WITH MINORITY FIRMS**

Pursuant to Section 12-6-3350, taxpayers, who utilize certified minority subcontractors, may take a tax credit equal to 4% of the payments they make to said subcontractors. The payments claimed must be based on work performed directly for a South Carolina state contract. The credit is limited to a maximum of fifty thousand dollars annually. The taxpayer is eligible to claim the credit for 10 consecutive taxable years beginning with the taxable year in which the first payment is made to the subcontractor that qualifies for the credit. After the above ten consecutive taxable years, the taxpayer is no longer eligible for the credit. The credit may be claimed on Form TC-2, "Minority Business Credit." A copy of the subcontractor's certificate from the Governor's Office of Small and Minority Business (OSMBA) is to be attached to the contractor's income tax return. Taxpayers must maintain evidence of work performed for a State contract by the minority subcontractor. Questions regarding the tax credit and how to file are to be referred to: SC Department of Revenue, Research and Review, Phone: (803) 898-5786, Fax: (803) 898-5888. The subcontractor must be certified as to the criteria of a "Minority Firm" by the Governor's Office of Small and Minority Business Assistance (OSMBA). Certificates are issued to subcontractors upon successful completion of the certification process. Questions regarding subcontractor certification are to be referred to: Governor's Office of Small and Minority Business Assistance, Phone: (803) 734-0657, Fax: (803) 734-2498. Reference: SC §11-35-5010 – Definition for Minority Subcontractor & SC §11-35-5230 (B) – Regulations for Negotiating with State Minority Firms.

**§ 9.9 OTHER SPECIAL CONDITIONS OF THE WORK**

None

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

**END OF DOCUMENT**

A310

**Bid Bond**  
(2010 Edition)

Original AIA Document on file at the office  
of Swygert & Associates  
1315 State St., Cayce, SC 29033



**SE-330 – LUMP SUM BID  
BID FORM**

*Bidders shall submit bids on only Bid Form SE-330.*

**BID SUBMITTED BY:** \_\_\_\_\_  
(Bidder's Name)

**BID SUBMITTED TO:** University of South Carolina  
(Owner's Name)

**FOR PROJECT: PROJECT NAME** Wardlaw AHU-3 Replacement  
**PROJECT NUMBER** H27-1940

**OFFER**

§ 1. In response to the Invitation for Construction Bids and in compliance with the Instructions to Bidders for the above-named Project, the undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into a Contract with the Owner on the terms included in the Bidding Documents, and to perform all Work as specified or indicated in the Bidding Documents, for the prices and within the time frames indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

§ 2. Pursuant to Section 11-32-3030(1) of the SC Code of Laws, as amended, Bidder has submitted Bid Security as follows in the amount and form required by the Bidding Documents:

Bid Bond with Power of Attorney     Electronic Bid Bond     Cashier's Check

*(Bidder check one)*

§ 3. Bidder acknowledges the receipt of the following Addenda to the Bidding Documents and has incorporated the effects of said Addenda into this Bid:

**ADDENDUM No:** \_\_\_\_\_

§ 4. Bidder accepts all terms and conditions of the Invitation for Bids, including, without limitation, those dealing with the disposition of Bid Security. Bidder agrees that this Bid, including all Bid Alternates, if any, may not be revoked or withdrawn after the opening of bids, and shall remain open for acceptance for a period of 60 Days following the Bid Date, or for such longer period of time that Bidder may agree to in writing upon request of the Owner.

§ 5. Bidder herewith offers to provide all labor, materials, equipment, tools of trades and labor, accessories, appliances, warranties and guarantees, and to pay all royalties, fees, permits, licenses and applicable taxes necessary to complete the following items of construction work:

**§ 6.1 BASE BID WORK** *(as indicated in the Bidding Documents and generally described as follows):* Replacement of dual duct, four pipe roof mounted air handling unit (AHU-3) and associated electrical, fire alarm, and structural work,

\_\_\_\_\_, which sum is hereafter called the Base Bid.

*(Bidder - insert Base Bid Amount on line above)*

**SE-330 – LUMP SUM BID  
BID FORM**

§ 6.2 BID ALTERNATES - as indicated in the Bidding Documents and generally described as follows:

**ALTERNATE # 1** (Brief Description): \_\_\_\_\_

ADD TO or  DEDUCT FROM BASE BID: \_\_\_\_\_

(Bidder to Mark appropriate box to clearly indicate the price adjustment offered for each alternate)

**ALTERNATE # 2** (Brief Description): \_\_\_\_\_

ADD TO or  DEDUCT FROM BASE BID: \_\_\_\_\_

(Bidder to Mark appropriate box to clearly indicate the price adjustment offered for each alternate)

**ALTERNATE # 3** (Brief Description): \_\_\_\_\_

ADD TO or  DEDUCT FROM BASE BID: \_\_\_\_\_

(Bidder to Mark appropriate box to clearly indicate the price adjustment offered for each alternate)

**SE-330 – LUMP SUM BID  
 BID FORM**

§ 7. LISTING OF PROPOSED SUBCONTRACTORS PURSUANT TO SECTION 3020(b)(i), CHAPTER 35, TITLE 11 OF THE SOUTH CAROLINA CODE OF LAWS, AS AMENDED – (See *Instructions on the following page BF-2A*)

Bidder shall use the below-listed Subcontractors in the performance of the Subcontractor Specialty work listed:

<b>SUBCONTRACTOR            SPECIALTY            By License Classification            and/or Subclassification            (Completed by Owner)</b>	<b>SUBCONTRACTOR'S            PRIME CONTRACTOR'S            NAME            (Must be completed by Bidder)            BASE BID</b>	<b>SUBCONTRACTOR'S            PRIME CONTRACTOR'S            SC LICENSE NUMBER</b>
None Required		
<b>ALTERNATE 1</b>		
<b>ALTERNATE 2</b>		
<b>ALTERNATE 3</b>		

If a Bid Alternate is accepted, Subcontractors listed for the Bid Alternate shall be used for the work of both the Alternate and the Base Bid work.

## **INSTRUCTIONS FOR SUBCONTRACTOR LISTING**

1. Section 7 of the Bid Form sets forth a list of subcontractor specialties for which bidder is required to identify by name the subcontractor(s) Bidder will use to perform the work of each listed specialty. Bidder must identify only the subcontractor(s) who will perform the work and no others.
2. For purposes of subcontractor listing, a Subcontractor is an entity who will perform work or render service to the prime contractor to or about the construction site. Material suppliers, manufacturers, and fabricators that will not perform physical work at the site of the project but will only supply materials or equipment to the bidder or proposed subcontractor(s) are not subcontractors and Bidder should not insert their names in the spaces provided on the bid form. Likewise, Bidder should not insert the names of sub-subcontractors in the spaces provided on the bid form but only the names of those entities with which bidder will contract directly.
3. Bidder must only insert the names of subcontractors who are qualified to perform the work of the listed specialties as specified in the Bidding Documents and South Carolina Licensing Laws.
4. If under the terms of the Bidding Documents, Bidder is qualified to perform the work of a specialty listed and Bidder does not intend to subcontract such work but to use Bidder's own employees to perform such work, the Bidder must insert its own name in the space provided for that specialty.
5. If Bidder intends to use multiple subcontractors to perform the work of a single specialty listing, Bidder must insert the name of each subcontractor Bidder will use, preferably separating the name of each by the word **“and”**. If Bidder intends to use both his own employees to perform a part of the work of a single specialty listing and to use one or more subcontractors to perform the remaining work for that specialty listing, bidder must insert his own name and the name of each subcontractor, preferably separating the name of each with the word **“and”**.
6. Bidder may not list subcontractors in the alternative nor in a form that may be reasonably construed at the time of bid opening as a listing in the alternative. A listing that requires subsequent explanation to determine whether or not it is a listing in the alternative is non-responsive. If bidder intends to use multiple entities to perform the work for a single specialty listing, bidder must clearly set forth on the bid form such intent. Bidder may accomplish this by simply inserting the word **“and”** between the name of each entity listed for that specialty. Owner will reject as non-responsive a listing that contains the names of multiple subcontractors separated by a blank space, the word **“or”**, a virgule (that is a /), or any separator that the Owner may reasonably interpret as a listing in the alternative.
7. If Bidder is awarded the contract, bidder must, except with the approval of the owner for good cause shown, use the listed entities to perform the work for which they are listed.
8. If bidder is awarded the contract, bidder will not be allowed to substitute another entity as subcontractor in place of a subcontractor listed in Section 7 of the Bid except for one or more of the reasons allowed by the SC Code of Laws.
9. Bidder's failure to insert a name for each listed specialty subcontractor will render the Bid non-responsive.

**SE-330 – LUMP SUM BID  
BID FORM**

**§ 8. LIST OF MANUFACTURERS, MATERIAL SUPPLIERS, AND SUBCONTRACTORS OTHER THAN SUBCONTRACTORS LISTED IN SECTION 7 ABOVE (FOR INFORMATION ONLY):** Pursuant to instructions in the Invitation for Bids, if any, Bidder will provide to Owner upon the Owner's request and within 24 hours of such request, a listing of manufacturers, material suppliers, and subcontractors, other than those listed in Section 7 above, that Bidder intends to use on the project. Bidder acknowledges and agrees that this list is provided for purposes of determining responsibility and not pursuant to the subcontractor listing requirements of SC Code Ann § 11-35-3020(b)(i).

**§ 9. TIME OF CONTRACT PERFORMANCE AND LIQUIDATED DAMAGES**

a. **CONTRACT TIME:** Bidder agrees that the Date of Commencement of the Work shall be established in a Notice to Proceed to be issued by the Owner. Bidder agrees to substantially complete the Work within **30** calendar days from the Date of Commencement, subject to adjustments as provided in the Contract Documents.

b. **LIQUIDATED DAMAGES:** Bidder further agrees that from the compensation to be paid, the Owner shall retain as Liquidated Damages the sum of **\$200.00** for each calendar day the actual construction time required to achieve Substantial Completion exceeds the specified or adjusted time for Substantial Completion as provided in the Contract Documents. This sum is intended by the parties as the predetermined measure of compensation for actual damages, not as a penalty for nonperformance.

**§ 10. AGREEMENTS**

- a. Bidder agrees that this bid is subject to the requirements of the law of the State of South Carolina.
- b. Bidder agrees that at any time prior to the issuance of the Notice to Proceed for this Project, this Project may be canceled for the convenience of, and without cost to, the State.
- c. Bidder agrees that neither the State of South Carolina nor any of its agencies, employees or agents shall be responsible for any bid preparation costs, or any costs or charges of any type, should all bids be rejected or the Project canceled for any reason prior to the issuance of the Notice to Proceed.

**§ 11. ELECTRONIC BID BOND**

By signing below, the Principal is affirming that the identified electronic bid bond has been executed and that the Principal and Surety are firmly bound unto the State of South Carolina under the terms and conditions of the AIA Document A310, Bid Bond, included in the Bidding Documents.

**Electronic Bid Bond Number:** \_\_\_\_\_

**Signature and Title:** \_\_\_\_\_

**SE-330 – LUMP SUM BID  
BID FORM**

**BIDDER'S TAXPAYER IDENTIFICATION**

FEDERAL EMPLOYER'S IDENTIFICATION NUMBER: \_\_\_\_\_

*OR*

SOCIAL SECURITY NUMBER: \_\_\_\_\_

**CONTRACTOR'S CLASSIFICATIONS AND SUBCLASSIFICATIONS WITH LIMITATIONS**

*Classification(s) & Limits:* \_\_\_\_\_

*Subclassification(s) & Limits:* \_\_\_\_\_

*SC Contractor's License Number(s):* \_\_\_\_\_

BY SIGNING THIS BID, THE PERSON SIGNING REAFFIRMS ALL REPRESENTATIONS AND CERTIFICATIONS MADE BY BOTH THE PERSON SIGNING AND THE BIDDER, INCLUDING WITHOUT LIMITATION, THOSE APPEARING IN ARTICLE 2 OF THE INSTRUCTIONS TO BIDDER. THE INVITATION FOR BIDS, AS DEFINED IN THE INSTRUCTIONS TO BIDDERS, IS EXPRESSLY INCORPORATE BY REFERENCE.

**SIGNATURE**

**BIDDER'S LEGAL NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**BY:** \_\_\_\_\_  
*(Signature)*

**DATE:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

A101

Standard Form of Agreement Between  
Owner and Contractor  
(2007 Edition)

Original AIA Document on file at the office  
of Swygert & Associates  
1315 State St., Cayce, SC 29033

**OSE FORM 00501**  
**STANDARD MODIFICATIONS TO AGREEMENT BETWEEN**  
**OWNER AND CONTRACTOR**

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**OWNER:** University of South Carolina  
**PROJECT NUMBER:** H27-1940  
**PROJECT NAME:** Wardlaw AHU-3 Replacement

**1. STANDARD MODIFICATIONS TO AIA A101-2007**

**1.1.** These Standard Modifications amend or supplement the *Standard Form of Agreement Between Owner and Contractor* (AIA Document A101-2007) and other provisions of Bidding and Contract Documents as indicated below.

**1.2.** All provisions of A101-2007, which are not so amended or supplemented, remain in full force and effect.

**2. MODIFICATIONS TO A101**

**2.1.** *Insert the following at the end of Article 1:*

Any reference in this document to the Agreement between the Owner and Contractor, AIA Document A101, or some abbreviated reference thereof, shall mean the AIA A101, 2007 Edition as modified by OSE Form 00501 – Standard Modification to Agreement Between Owner and Contractor. Any reference in this document to the General Conditions of the Contract for Construction, AIA Document A201, or some abbreviated reference thereof, shall mean the AIA A201, 2007 Edition as modified by OSE Form 00811 – Standard Supplementary Conditions.

**2.2.** *Delete Section 3.1 and substitute the following:*

**3.1** The Date of Commencement of the Work shall be the date fixed in a Notice to Proceed issued by the Owner. The Owner shall issue the Notice to Proceed to the Contractor in writing, no less than seven days prior to the Date of Commencement. Unless otherwise provided elsewhere in the contract documents, and provided the contractor has secured all required insurance and surety bonds, the contractor may commence work immediately after receipt of the Notice to Proceed.

**2.3.** *Delete Section 3.2 and substitute the following:*

**3.2** The Contract Time shall be measured from the Date of Commencement as provided in Section 9(a) of the Bid Form (SE-330) for this Project. Contractor agrees that if the Contractor fails to achieve Substantial Completion of the Work within the Contract Time, the Owner shall be entitled to withhold or recover from the Contractor liquidated damages in the amounts set forth in Section 9(b) of the Bid Form (SE-330, subject to adjustments of this Contract Time as provided in the Contract Documents.

**2.4.** *In Section 5.1.1, insert the words “and Owner” after the phrase “Payment submitted to the Architect.”*

**2.5.** *Delete Section 5.1.3 and substitute the following:*

**5.1.3** The Owner shall make payment of the certified amount to the Contractor not later than 21 days after receipt of the Application for Payment.

**2.6.** *In Section 5.1.6, Insert the following after the phrase “Subject to other provisions of the Contract Documents”:*

and subject to Title 12, Chapter 8, Section 550 of the South Carolina Code of Laws, as amended (Withholding Requirements for Payments to Non-Residents)

*In the spaces provided in Sub-Sections 1 and 2 for inserting the retainage amount, insert “three and one-half percent (3.5%).”*



**OSE FORM 00501**  
**STANDARD MODIFICATIONS TO AGREEMENT BETWEEN**  
**OWNER AND CONTRACTOR**

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2.7. *In Section 5.1.8, delete the word “follows” and the colon and substitute the following:*

set forth in S.C. Code Ann. § 11-35-3030(4).

2.8. *In Section 5.1.9, delete the words “Except with the Owner’s prior approval, the” before the word “Contractor.”*

2.9. *In Section 5.2.2, delete the number 30 and substitute the number 21, delete everything following the words “Certificate for Payment” and place a period at the end of the resulting sentence.*

2.10. *Delete the language of Sections 6.1 and 6.2 and substitute the word “Reserved” for the deleted language of each Section .*

2.11. *Delete the language of Section 8.2 and substitute the word “Reserved.”*

2.12. *In Section 8.3, make the word “Representative” in the title plural, delete everything following the title, and substitute the following:*

**8.3.1** Owner designates the individual listed below as its Senior Representative (“Owner's Senior Representative”), which individual has the responsibility for and, subject to Section 7.2.1 of the General Conditions, the authority to resolve disputes under Section 15.6 of the General Conditions:

**Name:** Tom Opal  
**Title:** Senior Project Manager  
**Address:** 743 Greene Street, Columbia, SC 29208  
**Telephone:** 803-777-7076**FAX:** 803-777-8739  
**Email:** tnopal@fmc.sc.edu

**8.3.2** Owner designates the individual listed below as its Owner's Representative, which individual has the authority and responsibility set forth in Section 2.1.1 of the General Conditions:

**Name:** Ward Shumpert  
**Title:** Project Manager  
**Address:** 743 Greene Street, Columbia, SC 29208  
**Telephone:** 803-777-3515**FAX:** 803-777-7334  
**Email:** wards@fmc.sc.edu

2.13. *In Section 8.4, make the word “Representative” in the title plural, delete everything following the title, and substitute the following:*

**8.4.1** Contractor designates the individual listed below as its Senior Representative (“Contractor's Senior Representative”), which individual has the responsibility for and authority to resolve disputes under Section 15.6 of the General Conditions:

**Name:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Telephone:** \_\_\_\_\_ **FAX:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

**OSE FORM 00501**  
**STANDARD MODIFICATIONS TO AGREEMENT BETWEEN**  
**OWNER AND CONTRACTOR**

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**8.4.2** Contractor designates the individual listed below as its Contractor's Representative, which individual has the authority and responsibility set forth in Section 3.1.1 of the General Conditions:

**Name:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Telephone:** \_\_\_\_\_ **FAX:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

**2.14.** *Add the following Section 8.6.1:*

**8.6.1** The Architect's representative:

**Name:** Brad Jasinski  
**Title:** Engineer, Swygert & Associates  
**Address:** 1315 State Street, Cayce, SC 29033  
**Telephone:** 803-791-9300 **FAX:** 803-791-0830  
**Email:** brad@swygert-associates.com

**2.15.** *In Section 9.1.7, Sub-Section 2, list the following documents in the space provided for listing documents:*

Invitation for Construction Bids (SE-310)  
Instructions to Bidders (AIA Document A701-1997)  
Standard Supplemental Instructions to Bidders (OSE Form 00201)  
Contractor's Bid (Completed SE-330)  
Notice of Intent to Award (Completed SE-370)  
Certificate of procurement authority issued by the SC Budget & Control Board

**2.16.** *In Article 10, delete everything after the first sentence.*

**END OF DOCUMENT**

A201

**General Conditions of the  
Contract for Construction**  
(2007 Edition)

Original AIA Document on file at the office  
of Swygert & Associates  
1315 State St., Cayce, SC 29033

# OSE FORM 00811

## STANDARD SUPPLEMENTARY CONDITIONS

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**OWNER:** University of South Carolina

**PROJECT NUMBER:** H27-1940

**PROJECT NAME:** Wardlaw AHU-3 Replacement

### 1 GENERAL CONDITIONS

The *General Conditions of the Contract for Construction*, AIA Document A201, 2007 Edition, Articles 1 through 15 inclusive, is a part of this Contract and is incorporated as fully as if herein set forth. For brevity, AIA Document A201 is also referred to in the Contract Documents collectively as the "General Conditions."

### 2 STANDARD SUPPLEMENTARY CONDITIONS

**2.1** The following supplements modify, delete and/or add to the General Conditions. Where any portion of the General Conditions is modified or any paragraph, Section or clause thereof is modified or deleted by these Supplementary Conditions, the unaltered provisions of the General Conditions shall remain in effect.

**2.2** Unless otherwise stated, the terms used in these Standard Supplementary Conditions which are defined in the General Conditions have the meanings assigned to them in the General Conditions.

### 3 MODIFICATIONS TO A201-2007

**3.1** *Insert the following at the end of Section 1.1.1:*

Any reference in this document to the Agreement between the Owner and Contractor, AIA Document A101, or some abbreviated reference thereof, shall mean the AIA A101, 2007 Edition as modified by OSE Form 00501 – Standard Modification to Agreement Between Owner and Contractor. Any reference in this document to the General Conditions of the Contract for Construction, AIA Document A201, or some abbreviated reference thereof, shall mean the AIA A201, 2007 Edition as modified by OSE Form 00811 – Standard Supplementary Conditions.

**3.2** *Delete the language of Section 1.1.8 and substitute the word "Reserved."*

**3.3** *Add the following Section 1.1.9:*

#### **1.1.9 NOTICE TO PROCEED**

Notice to Proceed is a document issued by the Owner to the Contractor, with a copy to the Architect, directing the Contractor to begin prosecution of the Work in accordance with the requirements of the Contract Documents. The Notice to Proceed shall fix the date on which the Contract Time will commence.

**3.4** *Insert the following at the end of Section 1.2.1:*

In the event of patent ambiguities within or between parts of the Contract Documents, the contractor shall 1) provide the better quality or greater quantity of Work, or 2) comply with the more stringent requirement, either or both in accordance with the Architect's interpretation.

**3.5** *Delete Section 1.5.1 and substitute the following:*

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

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**3.6** *Delete Section 2.1.1 and substitute the following:*

**2.1.1** The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner’s approval or authorization, except as provided in Section 7.1.2. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term “Owner” means the Owner or the Owner’s Representative. [Reference § 8.2 of the Agreement.]

**3.7** *Delete Section 2.1.2 and substitute the following:*

**2.1.2** The Owner shall furnish to the Contractor within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to post Notice of Project Commencement pursuant to Title 29, Chapter 5, Section 23 of the South Carolina Code of Laws, as amended..

**3.8** *Delete Section 2.2.3 and substitute the following:*

**2.2.3** The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. Subject to the Contractor’s obligations, including those in Section 3.2, the Contractor shall be entitled to rely on the accuracy of information furnished by the Owner pursuant to this Section but shall exercise proper precautions relating to the safe performance of the Work.

**3.9** *Replace the period at the end of the last sentence of Section 2.2.4 with a semicolon and insert the following after the inserted semicolon:*

“however, the Owner does not warrant the accuracy of any such information requested by the Contractor that is not otherwise required of the Owner by the Contract Documents. Neither the Owner nor the Architect shall be required to conduct investigations or to furnish the Contractor with any information concerning subsurface characteristics or other conditions of the area where the Work is to be performed beyond that which is provide in the Contract Documents.”

**3.10** *Delete Section 2.2.5 and substitute the following:*

**2.2.5** Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor with ten copies of the Contract Documents. The Contractor may make reproductions of the Contract Documents pursuant to Section 1.5.2. All copies of the drawings and specifications, except the Contractor’s record set, shall be returned or suitably accounted for to the Owner, on request, upon completion of the Work.

**3.11** *Add the following Sections 2.2.6 and 2.2.7:*

**2.2.6** The Owner assumes no responsibility for any conclusions or interpretation made by the Contractor based on information made available by the Owner.

**2.2.7** The Owner shall obtain, at its own cost, general building and specialty inspection services as required by the Contract Documents. The Contractor shall be responsible for payment of any charges imposed for reinspections.

**3.12** *Delete Section 2.4 and substitute the following:*

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

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**3.13** *Insert the following at the end of Section 3.2.1:*

The Contractor acknowledges that it has investigated and satisfied itself as to the general and local conditions which can affect the work or its cost, including but not limited to (1) conditions bearing upon transportation, disposal, handling, and storage of materials; (2) the availability of labor, water, electric power, and roads; (3) uncertainties of weather, river stages, tides, or similar physical conditions at the site; (4) the conformation and conditions of the ground; and (5) the character of equipment and facilities needed preliminary to and during work performance. The Contractor also acknowledges that it has satisfied itself as to the character, quality, and quantity of surface and subsurface materials or obstacles to be encountered insofar as this information is reasonably ascertainable from an inspection of the site, including all exploratory work done by the Owner, as well as from the drawings and specifications made a part of this contract. Any failure of the Contractor to take the actions described and acknowledged in this paragraph will not relieve the Contractor from responsibility for estimating properly the difficulty and cost of successfully performing the work, or for proceeding to successfully perform the work without additional expense to the Owner.

**3.14** *In the third sentence of Section 3.2.4, insert the word “latent” before the word “errors.”*

**3.15** *In the last sentence of Section 3.3.1, insert the words “by the Owner in writing” after the word “instructed.”*

**3.16** *Delete the third sentence of Section 3.5 and substitute the following sentences:*

Work, materials, or equipment not conforming to these requirements shall be considered defective. Unless caused by the Contractor or a subcontractor at any tier, the Contractor’s warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage.

**3.17** *Insert the following at the end of Section 3.6:*

The Contractor shall comply with the requirements of Title 12, Chapter 9 of the South Carolina Code of Laws, as amended, regarding withholding tax for nonresidents, employees, contractors and subcontractors.

**3.18** *In Section 3.7.1, delete the words “the building permit as well as for other” and insert the following sentence at the end of this section:*

Pursuant to Title 10, Chapter 1, Section 180 of the South Carolina Code of Laws, as amended, no local general or specialty building permits are required for state buildings.

**3.19** *Delete the last sentence of Section 3.7.5 and substitute the following:*

Adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 7.3.3.

**3.20** *Delete the last sentence of Section 3.8.2.3 and substitute the following:*

The amount of the Change Order shall reflect the difference between actual costs, as documented by invoices, and the allowances under Section 3.8.2.1.

**3.21** *In Section 3.9.1, insert a comma after the word “superintendent” in the first sentence and insert the following after the inserted comma:*

acceptable to the Owner,

**3.22** *Delete Section 3.9.2 and substitute the following:*

**3.9.2** The Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner the name and qualifications of a proposed superintendent. The Owner may reply within 14 days to the Contractor in writing stating (1) whether the Owner has reasonable objection to the proposed superintendent or (2) that the

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Owner requires additional time to review. Failure of the Owner to reply within the 14-day period shall constitute notice of no reasonable objection.

**3.23** *After the first sentence in Section 3.9.3, insert the following sentence:*

The Contractor shall notify the Owner, in writing, of any proposed change in the superintendent, including the reason therefore, prior to making such change.

**3.24** *Delete Section 3.10.3 and substitute the following:*

**3.10.3** Additional requirements, if any, for the construction schedule are as follows:  
(Check box if applicable to this Contract))

The construction schedule shall be in a detailed precedence-style critical path management (CPM) or primavera-type format satisfactory to the Owner and the Architect that shall also (1) provide a graphic representation of all activities and events that will occur during performance of the work; (2) identify each phase of construction and occupancy; and (3) set forth dates that are critical in ensuring the timely and orderly completion of the Work in accordance with the requirements of the Contract Documents (hereinafter referred to as "Milestone Dates"). Upon review and acceptance by the Owner and the Architect of the Milestone Dates, the construction schedule shall be deemed part of the Contract Documents and attached to the Agreement as Exhibit "A." If not accepted, the construction schedule shall be promptly revised by the Contractor in accordance with the recommendations of the Owner and the Architect and resubmitted for acceptance. The Contractor shall monitor the progress of the Work for conformance with the requirements of the construction schedule and shall promptly advise the Owner of any delays or potential delays. Whenever the approved construction schedule no longer reflects actual conditions and progress of the work or the Contract Time is modified in accordance with the terms of the Contract Documents, the Contractor shall update the accepted construction schedule to reflect such conditions. In the event any progress report indicates any delays, the Contractor shall propose an affirmative plan to correct the delay, including overtime and/or additional labor, if necessary. In no event shall any progress report constitute an adjustment in the Contract Time, any Milestone Date, or the Contract Sum unless any such adjustment is agreed to by the Owner and authorized pursuant to Change Order.

**3.25** *Add the following Section 3.10.4:*

**3.10.4** Owner's review and acceptance of Contractor's schedule is not conducted for the purpose of either determining its accuracy and completeness or approving the construction means, methods, techniques, sequences or procedures. The Owner's approval shall not relieve the Contractor of any obligations. Unless expressly addressed in a Modification, the Owner's approval of a schedule shall not change the Contract Time.

**3.26** *Add the following Section 3.12.5.1:*

**3.12.5.1** The fire sprinkler shop drawings shall be prepared by a licensed fire sprinkler contractor and shall accurately reflect actual conditions affecting the required layout of the fire sprinkler system. The fire sprinkler contractor shall certify the accuracy of his shop drawings prior to submitting them for review and approval. The fire sprinkler shop drawings shall be reviewed and approved by the Architect's engineer of record who, upon approving the sprinkler shop drawings will submit them to the State Fire Marshal or other authorities having jurisdiction for review and approval. The Architect's engineer of record will submit a copy of the State Fire Marshal's approval letter to the Contractor, Architect, and OSE. Unless authorized in writing by OSE, neither the Contractor nor subcontractor at any tier shall submit the fire sprinkler shop drawings directly to the State Fire Marshal or other authorities having jurisdiction for approval.

**3.27** *In the fourth sentence of Section 3.12.10, after the comma following the words "licensed design professional," insert the following:*

who shall comply with reasonable requirements of the Owner regarding qualifications and insurance and

**3.28** *In Section 3.13, insert the section number "3.13.1" before the opening words "The Contractors shall."*

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**3.29** Add the following Sections 3.13.2 and 3.13.3:

**3.13.2** Protection of construction materials and equipment stored at the Project site from weather, theft, vandalism, damage, and all other adversity is solely the responsibility of the Contractor. The Contractor shall perform the work in a manner that affords reasonable access, both vehicular and pedestrian, to the site of the Work and all adjacent areas. The Work shall be performed, to the fullest extent reasonably possible, in such a manner that public areas adjacent to the site of the Work shall be free from all debris, building materials, and equipment likely to cause hazardous conditions.

**3.13.3** The Contractor and any entity for whom the Contractor is responsible shall not erect any sign on the Project site without the prior written consent of the Owner.

**3.30** *In the first sentence of Section 3.18.1, after the parenthetical “...(other than the Work itself),...” and before the word “...but...”, insert the following:*

including loss of use resulting therefrom,

**3.31** *Delete Section 4.1.1 and substitute the following:*

**4.1.1** The Architect is that person or entity identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

**3.32** *Insert the following at the end of Section 4.2.1:*

Any reference in the Contract Documents to the Architect taking action or rendering a decision with a “reasonable time” is understood to mean no more than fourteen days, unless otherwise specified in the Contract Documents or otherwise agreed to by the parties.

**3.33** *Delete the first sentence of Section 4.2.2 and substitute the following:*

The Architect will visit the site as necessary to fulfill its obligation to the Owner for inspection services, if any, and, at a minimum, to assure conformance with the Architect’s design as shown in the Contract Documents and to observe the progress and quality of the various components of the Contractor’s Work, and to determine if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents.

**3.34** *Delete the first sentence of Section 4.2.3 and substitute the following:*

On the basis of the site visits, the Architect will keep the Owner informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work.

**3.35** *In Section 4.2.5, after the words “evaluations of the” and before the word “Contractor’s,” insert the following:*

Work completed and correlated with the

**3.36** *Delete the first sentence of Section 4.2.11 and substitute the following:*

**4.2.11** The Architect will, in the first instance, interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. Upon receipt of such request, the Architect will promptly provide the non-requesting party with a copy of the request.



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**3.37** *Insert the following at the end of Section 4.2.12:*

If either party disputes the Architects interpretation or decision, that party may proceed as provided in Article 15. The Architect's interpretations and decisions may be, but need not be, accorded any deference in any review conducted pursuant to law or the Contract Documents.

**3.38** *Delete Section 4.2.14 and substitute the following:*

The Architect will review and respond to requests for information about the Contract Documents so as to avoid delay to the construction of the Project. The Architect's response to such requests will be made in writing with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information. Any response to a request for information must be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. Unless issued pursuant to a Modification, supplemental Drawings or Specifications will not involve an adjustment to the Contract Sum or Contract Time.

**3.39** *Delete Section 5.2.1 and substitute the following:*

**5.2.1** Unless otherwise stated in the Contract Documents or the bidding requirements, the Contractor, within fourteen days after posting of the Notice of Intent to Award the Contract, shall furnish in writing to the Owner through the Architect the names of persons or entities (excluding Listed Subcontractors but including those who are to furnish materials or equipment fabricated to a special design) proposed for each principal portion of the Work. The Owner may reply within 14 days to the Contractor in writing stating (1) whether the Owner has reasonable objection to any such proposed person or entity. Failure of the Owner to reply within the 14 day period shall constitute notice of no reasonable objection.

**3.40** *Delete Section 5.2.2 and substitute the following:*

**5.2.2** The Contractor shall not contract with a proposed person or entity to whom the Owner has made reasonable and timely objection. The Owner shall not direct the Contractor to contract with any specific individual or entity for supplies or services unless such supplies and services are necessary for completion of the Work and the specified individual or entity is the only source of such supply or services.

**3.41** *In the first sentence of Section 5.2.3, delete the words "...or Architect..." in the two places they appear.*

**3.42** *Delete the words "...or Architect..." in the in the first sentence of Section 5.2.4 and insert the following sentence at the end of Section 5.2.4:*

The Contractor's request for substitution must be made to the Owner in writing accompanied by supporting information.

**3.43** *Add the following Section 5.2.5:*

**5.2.5** A Subcontractor identified in the Contractor's Bid in response the specialty subcontractor listing requirements of Section 7 of the Bid Form (SE-330) may only be substituted in accordance with and as permitted by the provisions of Title 11, Chapter 35, Section 3021 of the South Carolina Code of Laws, as amended. A proposed substitute for a Listed Subcontractor shall be subject to the Owner's approval as set forth is Section 5.2.3.

**3.44** *In Section 5.3, delete everything following the heading "SUBCONTRACTUAL RELATIONS" and insert the following Sections 5.3.1, 5.3.2, 5.3.3, and 5.3.4:*

**5.3.1** By appropriate written agreement, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's Work, which the Contractor, by these Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not

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prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise herein or in the subcontract agreement, the benefit of all rights, remedies and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

§ 5.3.2 Without limitation on the generality of Section 5.3.1, each Subcontract agreement and each Sub-subcontract agreement shall include, and shall be deemed to include, the following Sections of these General Conditions: 3.2, 3.5, 3.18, 5.3, 5.4, 6.2.2, 7.3.3, 7.5, 7.6, 13.1, 13.12, 14.3, 14.4, and 15.1.6.

§ 5.3.3 Each Subcontract Agreement and each Sub-subcontract agreement shall exclude, and shall be deemed to exclude, Sections 13.2.1 and 13.6 and all of Article 15, except Section 15.1.6, of these General Conditions. In the place of these excluded sections of the General Conditions, each Subcontract Agreement and each Sub-subcontract may include Sections 13.2.1 and 13.6 and all of Article 15, except Section 15.1.6, of AIA Document A201-2007, Conditions of the Contract, as originally issued by the American Institute of Architects.

§ 5.3.4 The Contractor shall assure the Owner that all agreements between the Contractor and its Subcontractor incorporate the provisions of Subparagraph 5.3.1 as necessary to preserve and protect the rights of the Owner and the Architect under the Contract Documents with respect to the work to be performed by Subcontractors so that the subcontracting thereof will not prejudice such rights. The Contractor’s assurance shall be in the form of an affidavit or in such other form as the Owner may approve. Upon request, the Contractor shall provide the Owner or Architect with copies of any or all subcontracts or purchase orders.

3.45 *Delete the last sentence of Section 5.4.1.*

3.46 *Add the following Sections 5.4.4, 5.4.5 and 5.4.6:*

§ 5.4.4 Each subcontract shall specifically provide that the Owner shall only be responsible to the subcontractor for those obligations of the Contractor that accrue subsequent to the Owner’s exercise of any rights under this conditional assignment.

§ 5.4.5 Each subcontract shall specifically provide that the Subcontractor agrees to perform portions of the Work assigned to the Owner in accordance with the Contract Documents.

§ 5.4.6 Nothing in this Section 5.4 shall act to reduce or discharge the Contractor’s payment bond surety’s obligations to claimants for claims arising prior to the Owner’s exercise of any rights under this conditional assignment.

3.47 *Delete the language of Section 6.1.4 and substitute the word “Reserved.”*

3.48 *Insert the following at the end of Section 7.1.2:*

If the amount of a Modification exceeds the limits of the Owner’s Construction Change Order Certification (reference Section 9.1.7.2 of the Agreement), then the Owner’s agreement is not effective, and Work may not proceed, until approved in writing by the Office of State Engineer.

3.49 *Delete Section 7.2.1 and substitute the following:*

7.2.1 A Change Order is a written instrument prepared by the Architect (using State Form SE-480 “Construction Change Order”) and signed by the Owner, Contractor and Architect stating their agreement upon all of the following:

- .1 The change in the Work;

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

**3.50** *Add the following Sections 7.2.2, 7.2.3, 7.2.4, and 7.2.5:*

**7.2.2** If a Change Order provides for an adjustment to the Contract Sum, the adjustment must be calculated in accordance with Section 7.3.3.

**7.2.3** At the Owner’s request, the Contractor shall prepare a proposal to perform the work of a proposed Change Order setting forth the amount of the proposed adjustment, if any, in the Contract Sum; and the extent of the proposed adjustment, if any, in the Contract Time. Any proposed adjustment in the Contract sum shall be prepared in accordance with Section 7.2.2. The Owner’s request shall include any revisions to the Drawings or Specifications necessary to define any changes in the Work. Within fifteen days of receiving the request, the Contractor shall submit the proposal to the Owner and Architect along with all documentation required by Section 7.6.

**7.2.4** If the Contractor requests a Change Order, the request shall set forth the proposed change in the Work and shall be prepared in accordance with Section 7.2.3. If the Contractor requests a change to the Work that involves a revision to either the Drawings or Specifications, the Contractor shall reimburse the Owner for any expenditures associated with the Architects’ review of the proposed revisions, except to the extent the revisions are accepted by execution of a Change Order.

**7.2.5** Agreement on any Change Order shall constitute a final settlement of all matters relating to the change in the Work that is the subject of the Change Order, including, but not limited to, any adjustments to the Contract Sum or the Contract Time.

**3.51** *Delete 7.3.3 and substitute the following:*

**7.3.3 PRICE ADJUSTMENTS**

§ **7.3.3.1** If any Modification, including a Construction Change Directive, provides for an adjustment to the Contract Sum, the adjustment shall be based on whichever of the following methods is the most valid approximation of the actual cost to the contractor, with overhead and profit as allowed by Section 7.5:

- .1 Mutual acceptance of a lump sum;
- .2 Unit prices stated in the Contract Documents, except as provided in Section 7.3.4, or subsequently agreed upon;
- .3 Cost attributable to the events or situations under applicable clauses with adjustment of profits or fee, all as specified in the contract, or subsequently agreed upon by the parties, or by some other method as the parties may agree; or
- .4 As provided in Section 7.3.7.

§ **7.3.3.2** Consistent with Section 7.6, costs must be properly itemized and supported by substantiating data sufficient to permit evaluation before commencement of the pertinent performance or as soon after that as practicable. All costs incurred by the Contractor must be justifiably compared with prevailing industry standards. Except as provided in Section 7.5, all adjustments to the Contract Price shall be limited to job specific costs and shall not include indirect costs, overhead, home office overhead, or profit.

**3.52** *Delete Section 7.3.7 and substitute the following:*

**7.3.7** If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall make an initial determination, consistent with Section 7.3.3, of the method and the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit as set forth in Section 7.5. In such case, and also under Section 7.3.3.1.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.7 shall be limited to the following:

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- .1 Costs of labor, including social security, old age and unemployment insurance, fringe benefits required by agreement or custom, and workers' compensation insurance;
- .2 Costs of materials, supplies and equipment, including cost of transportation, whether incorporated or consumed;
- .3 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others; and
- .4 Costs of premiums for all bonds and insurance, permit fees, and sales, use or similar taxes related to the Work.

**3.53** *Delete Section 7.3.8 and substitute the following:*

**7.3.8** Using the percentages stated in Section 7.5, any adjustment to the Contract Sum for deleted work shall include any overhead and profit attributable to the cost for the deleted Work.

**3.54** *Add the following Sections 7.5 and 7.6:***7.5 AGREED OVERHEAD AND PROFIT RATES**

**7.5.1** For any adjustment to the Contract Sum for which overhead and profit may be recovered, other than those made pursuant to Unit Prices stated in the Contract Documents, the Contractor agrees to charge and accept, as full payment for overhead and profit, the following percentages of costs attributable to the change in the Work. The percentages cited below shall be considered to include all indirect costs including, but not limited to: field and office managers, supervisors and assistants, incidental job burdens, small tools, and general overhead allocations. The allowable percentages for overhead and profit are as follows:

- .1 To the Contractor for work performed by the Contractor's own forces, 17% of the Contractor's actual costs.
- .2 To each Subcontractor for work performed by the Subcontractor's own forces, 17% of the subcontractor's actual costs.
- .3 To the Contractor for work performed by a subcontractor, 10% of the subcontractor's actual costs (not including the subcontractor's overhead and profit).

**7.6 PRICING DATA AND AUDIT****§ 7.6.1 Cost or Pricing Data.**

Upon request of the Owner or Architect, Contractor shall submit cost or pricing data prior to execution of a Modification which exceeds \$500,000. Contractor shall certify that, to the best of its knowledge and belief, the cost or pricing data submitted is accurate, complete, and current as of a mutually determined specified date prior to the date of pricing the Modification. Contractor's price, including profit, shall be adjusted to exclude any significant sums by which such price was increased because Contractor furnished cost or pricing data that was inaccurate, incomplete, or not current as of the date specified by the parties. Notwithstanding Subparagraph 9.10.4, such adjustments may be made after final payment to the Contractor.

**§ 7.6.2** Cost or pricing data means all facts that, as of the date specified by the parties, prudent buyers and sellers would reasonably expect to affect price negotiations significantly. Cost or pricing data are factual, not judgmental; and are verifiable. While they do not indicate the accuracy of the prospective contractor's judgment about estimated future costs or projections, they do include the data forming the basis for that judgment. Cost or pricing data are more than historical accounting data; they are all the facts that can be reasonably expected to contribute to the soundness of estimates of future costs and to the validity of determinations of costs already incurred.

**§ 7.6.3 Records Retention.**

As used in Section 7.6, the term "records" means any books or records that relate to cost or pricing data that Contractor is required to submit pursuant to Section 7.6.1. Contractor shall maintain records for three years from the date of final payment, or longer if requested by the chief procurement officer. The Owner may audit Contractor's records at reasonable times and places.

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**3.55** Delete Section 8.2.2 and substitute the following:

**8.2.2** The Contractor shall not knowingly commence operations on the site or elsewhere prior to the effective date of surety bonds and insurance required by Article 11 to be furnished by the Contractor and Owner. The date of commencement of the Work shall not be changed by the effective date of such surety bonds or insurance.

**3.56** Delete Section 8.3.1 and substitute the following:

**8.3.1** If the Contractor is delayed at any time in the commencement or progress of the Work by an act or neglect of the Owner or Architect, or of an employee of either, or of a separate contractor employed by the Owner; or by changes ordered in the Work; or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the control of the Contractor and any subcontractor at any tier; or by delay authorized by the Owner pending dispute resolution; or by other causes that the Architect determines may justify delay, then to the extent such delay will prevent the Contractor from achieving Substantial Completion within the Contract Time and provided the delay (1) is not caused by the fault or negligence of the Contractor or a subcontractor at any tier and (2) is not due to unusual delay in the delivery of supplies, machinery, equipment, or services when such supplies, machinery, equipment, or services were obtainable from other sources in sufficient time for the Contractor to meet the required delivery, the Contract Time shall be extended by Change Order for such reasonable time as the Architect may determine.

**3.57** Insert the following at the end of Section 9.1:

All changes to the Contract Sum shall be adjusted in accordance with Section 7.3.3.

**3.58** Delete Section 9.2 and substitute the following:

**9.2 SCHEDULE OF VALUES**

**9.2.1** The Contractor shall submit to the Architect, within ten days of full execution of the Agreement, a schedule of values allocating the entire Contract Sum to the various portions of the Work and prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor’s Applications for Payment. As requested by the Architect, the Contractor and each Subcontractor shall prepare a trade payment breakdown for the Work for which each is responsible, such breakdown being submitted on a uniform standardized format approved by the Architect and Owner. The breakdown shall be divided in detail, using convenient units, sufficient to accurately determine the value of completed Work during the course of the Project. The Contractor shall update the schedule of values as required by either the Architect or Owner as necessary to reflect:

- .1 the description of Work (listing labor and material separately);
- .2 the total value;
- .3 the percent and value of the Work completed to date;
- .4 the percent and value of previous amounts billed; and
- .5 the current percent completed and amount billed.

**9.2.2** Any schedule of values or trade breakdown that fails to include sufficient detail, is unbalanced, or exhibits "front-loading" of the value of the Work shall be rejected. If a schedule of values or trade breakdown is used as the basis for payment and later determined to be inaccurate, sufficient funds shall be withheld from future Applications for Payment to ensure an adequate reserve (exclusive of normal retainage) to complete the Work.

**3.59** Delete Section 9.3.1 and substitute the following:

Monthly, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2., for completed portions of the Work. Such application shall be notarized, if required, and supported by such data substantiating the Contractor’s right to payment as the Owner or Architect may require (such as copies of requisitions from Subcontractors and material suppliers) and shall reflect retainage and any other adjustments provided in Section 5 of the Agreement. If required by the Owner or Architect, the Application for Payment shall be accompanied by a current construction schedule.

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**3.60** In Section 9.3.2, add the following words to the end of the second sentence:

provided such materials or equipment will be subsequently incorporated in the Work

*Insert the following at the end of Section 9.3.2:*

The Contractor shall 1) protect such materials from diversion, vandalism, theft, destruction, and damage, 2) mark such materials specifically for use on the Project, and 3) segregate such materials from other materials at the storage facility. The Architect and the Owner shall have the right to make inspections of the storage areas at any time.

**3.61** *In Section 9.4.2, in the first sentence, after the words “Work has progressed to the point indicated,” insert the following:*

in both the Application for Payment and, if required to be submitted by the Contractor, the accompanying current construction schedule

*In the last sentence, delete the third item starting with “(3) reviewed copies” and ending with “Contractor’s right to payment,”*

**3.62** *In Section 9.5.1, in the first sentence, delete the word “may” after the opening words “The Architect” and substitute the word “shall.”*

*In Section 9.5.1, insert the following sentence after the first sentence:*

The Architect shall withhold a Certificate of Payment if the Application for Payment is not accompanied by the current construction schedule required by Section 3.10.1.

**3.63** *In Section 9.6.2, delete the word “The...” at the beginning of the first sentence and substitute the following:*

Pursuant to Chapter 6 of Title 29 of the South Carolina Code of Laws, as amended, the

**3.64** *Delete Section 9.7 and substitute following:*

**9.7 FAILURE OF PAYMENT**

If the Architect does not issue a Certificate for Payment to the Owner, through no fault of the Contractor, within seven days after receipt of the Contractor’s Application for Payment, or if the Owner does not pay the Contractor within seven days after the time established in the Contract Documents the amount certified by the Architect or awarded by a final dispute resolution order, then the Contractor may, upon seven additional days’ written notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased, in accordance with the provisions of Section 7.3.3, by the amount of the Contractor’s reasonable costs of shut-down, delay and start-up, plus interest as provided for in the Contract Documents.

**3.65** *Insert the following words at the end of the sentence in Section 9.8.1:*

and when all required occupancy permits, if any, have been issued and copies of same have been delivered to the Owner.

**3.66** *In Section 9.8.2, insert the word “written” after the word “comprehensive” and before the word “list.”*

**3.67** *Delete Section 9.8.3 and substitute the following:*

**9.8.3.1** Upon receipt of the Contractor’s list, the Architect, with the Owner and any other person the Architect or the Owner choose, will make an inspection on a date and at a time mutually agreeable to the Architect, Owner, and Contractor, to determine whether the Work or designated portion thereof is substantially complete. The Contractor shall furnish access for the inspection and testing as provided in this Contract. The inspection shall include a

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demonstration by the Contractor that all equipment, systems and operable components of the Work function properly and in accordance with the Contract Documents. If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion. If more than one Substantial Completion inspection is required, the Contractor shall reimburse the Owner for all costs of reinspections or, at the Owner's option, the costs may be deducted from payments due to the Contractor.

**9.8.3.2** If the Architect and Owner concur in the Contractor's assessment that the Work or a portion of the Work is safe to occupy, the Owner and Contractor may arrange for a Certificate of Occupancy Inspection by OSE. The Owner, Architect, and Contractor shall be present at OSE's inspection. Upon verifying that the Work or a portion of the Work is substantially complete and safe to occupy, OSE will issue, as appropriate, a Full or Partial Certificate of Occupancy.

**3.68** *In the second sentence of Section 9.8.5, delete the words "and consent of surety, if any."*

**3.69** *In the first sentence of Section 9.9.1, delete the words "Section 11.3.1.5" and substitute the words "Section 11.3.1.3."*

**3.70** *Delete Section 9.10.1 and substitute the following:*

**9.10.1** Unless the parties agree otherwise in the Certificate of Substantial Completion, the Contractor shall achieve Final Completion no later than thirty days after Substantial Completion. Upon receipt of the Contractor's written notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect, with the Owner and any other person the Architect or the Owner choose, will make an inspection on a date and at a time mutually agreeable to the Architect, Owner, and Contractor, and, when the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with terms and conditions of the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled. If more than one Final Completion inspection is required, the Contractor shall reimburse the Owner for all costs of reinspections or, at the Owner's option, the costs may be deducted from payments due to the Contractor. If the Contractor does not achieve final completion within thirty days after Substantial Completion or the timeframe agreed to by the parties in the Certificate of Substantial Completion, whichever is greater, the Contractor shall be responsible for any additional Architectural fees resulting from the delay.

**3.71** *Delete the first sentence of Section 9.10.2 and substitute the following:*

Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect and will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner, (3) a written statement that the Contractor knows of no substantial reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment (5), if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts, releases and waivers of liens, claims, security interests or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner, (6) required Training Manuals, (7) equipment Operations and Maintenance Manuals, (8) any certificates of testing, inspection or approval required by the Contract Documents and not previously provided (9) all warranties and guarantees required under or pursuant to the Contract Documents, and (10) one copy of the Documents required by Section 3.11.

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**3.72** Delete the first sentence of Section 9.10.3 and substitute the following:

If, after Substantial Completion of the Work, final completion thereof is delayed 60 days through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed and accepted.

**3.73** Delete Section 9.10.5 and substitute the following:

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

**3.74** Add the following Section 9.10.6:

**9.10.6** If OSE has not previously issued a Certificate of Occupancy for the entire Project, the Parties shall arrange for a representative of OSE to participate in the Final Completion Inspection. Representatives of the State Fire Marshal's Office and other authorities having jurisdiction may be present at the Final Completion Inspection or otherwise inspect the completed Work and advise the Owner whether the Work meets their respective requirements for the Project.

**3.75** Delete Section 10.3.1 and substitute the following:

**10.3.1** If the Contractor encounters a hazardous material or substance which was not discoverable as provided in Section 3.2.1 and not required by the Contract Documents, and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons or serious loss to real or personal property resulting from such material or substance encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and report the condition to the Owner and Architect in writing. Hazardous materials or substances are those hazardous, toxic, or radioactive materials or substances subject to regulations by applicable governmental authorities having jurisdiction, such as, but not limited to, the S.C. Department of Health and Environmental Control, the U.S. Environmental Protection Agency, and the U.S. Nuclear Regulatory Commission.

**3.76** Insert the following at the end of Section 10.3.2:

In the absence of agreement, the Architect will make an interim determination regarding any delay or impact on the Contractor's additional costs. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15. Any adjustment in the Contract Sum shall be determined in accordance with Section 7.3.3.

**3.77** Delete Section 10.3.3 and substitute the following:

**10.3.3** The Work in the affected area shall be resumed immediately following the occurrence of any one of the following events: (a) the Owner causes remedial work to be performed that results in the absence of hazardous materials or substances; (b) the Owner and the Contractor, by written agreement, decide to resume performance of the Work; or (c) the Work may safely and lawfully proceed, as determined by an appropriate governmental authority or as evidenced by a written report to both the Owner and the Contractor, which is prepared by an environmental engineer reasonably satisfactory to both the Owner and the Contractor.

**3.78** In Section 10.3.5, delete the word "The" at the beginning of the sentence and substitute the following:

In addition to its obligations under Section 3.18, the

**3.79** Delete the language of Section 10.3.6 and substitute the word "Reserved."



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**3.80** *Insert the following at the end of Section 10.4:*

The Contractor shall immediately give the Architect notice of the emergency. This initial notice may be oral followed within five days by a written notice setting forth the nature and scope of the emergency. Within fourteen days of the start of the emergency, the Contractor shall give the Architect a written estimate of the cost and probable effect of delay on the progress of the Work.

**3.81** *Delete 11.1.2 and substitute the following:*

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

- (1) COMMERCIAL GENERAL LIABILITY:
  - (a) General Aggregate (per project) ..... \$1,000,000
  - (b) Products/Completed Operations ..... \$1,000,000
  - (c) Personal and Advertising Injury ..... \$1,000,000
  - (d) Each Occurrence ..... \$1,000,000
  - (e) Fire Damage (Any one fire) ..... \$50,000
  - (f) Medical Expense (Any one person) ..... \$5,000
  
- (2) BUSINESS AUTO LIABILITY (including All Owned, Non-owned, and Hired Vehicles):
  - (a) Combined Single Limit ..... \$1,000,000
  
- (3) WORKER’S COMPENSATION:
  - (a) State Statutory
  - (b) Employers Liability ..... \$100,000 Per Acc.  
 ..... \$500,000 Disease, Policy Limit  
 ..... \$100,000 Disease, Each Employee

In lieu of separate insurance policies for Commercial General Liability, Business Auto Liability, and Employers Liability, the Contractor may provide an umbrella policy meeting or exceeding all coverage requirements set forth in this Section 11.1.2. The umbrella policy limits shall not be less than \$3,000,000.

**3.82** *Delete Section 11.1.3 and substitute the following:*

**11.1.3** Prior to commencement of the Work, and thereafter upon replacement of each required policy of insurance, Contractor shall provide to the Owner a written endorsement to the Contractor’s general liability insurance policy that:

- (i) names the Owner as an additional insureds for claims caused in whole or in part by the Contractor’s negligent acts or omissions during the Contractor’s operations;
- (ii) provides that no material alteration, cancellation, non-renewal, or expiration of the coverage contained in such policy shall have effect unless all additional insureds have been given at least ten (10) days prior written notice of cancellation for non-payment of premiums and thirty (30) days prior written notice of cancellation for any other reason; and
- (iii) provides that the Contractor’s liability insurance policy shall be primary, with any liability insurance of the Owner as secondary and noncontributory.

Prior to commencement of the Work, and thereafter upon renewal or replacement of each required policy of insurance, Contractor shall provide to the Owner a signed, original certificate of liability insurance (ACORD 25). Consistent with this Section 11.1, the certificate shall identify the types of insurance, state the limits of liability for each type of coverage, name the Owner a Consultants as Certificate Holder, provide that the general aggregate limit applies per project, and provide that coverage is written on an occurrence basis. Both the certificates and the

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endorsements must be received directly from either the Contractor's insurance agent or the insurance company. An additional certificate evidencing continuation of liability coverage, including coverage for completed operations, naming the Owner as an additional insured for claims made under the Contractor's completed operations, and otherwise meeting the above requirements, shall be submitted with the final Application for Payment as required by Section 9.10.2 and thereafter upon renewal or replacement of such coverage until the expiration of the time required by Section 11.1.2. Information concerning reduction of coverage on account of revised limits or claims paid under the General Aggregate, or both, shall be furnished by the Contractor with reasonable promptness.

**3.83** *Delete Section 11.1.4 and substitute the following:*

**11.1.4** A failure by the Owner either (i) to demand a certificate of insurance or written endorsement required by Section 11.1, or (ii) to reject a certificate or endorsement on the grounds that it fails to comply with Section 11.1 shall not be considered a waiver of Contractor's obligations to obtain the required insurance.

**3.84** *In Section 11.3.1, delete the first sentence and substitute the following:*

Unless otherwise provided in the Contract Documents, the Contractor shall purchase and maintain, in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located, property insurance written on a builder's risk "all-risk" or equivalent policy form in the amount of the initial Contract Sum, plus value of subsequent Contract Modifications and cost of materials supplied or installed by others, comprising total value for the entire Project at the site on a replacement cost basis.

**3.85** *Delete the language of Section 11.3.1.2 and substitute the word "Reserved."*

**3.86** *Delete the language of Section 11.3.1.3 and substitute the word "Reserved."*

**3.87** *Delete Section 11.3.2 and substitute the following:*

**11.3.2 BOILER AND MACHINERY INSURANCE**

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

**3.88** *Delete Section 11.3.3 and substitute the following:*

**11.3.3 LOSS OF USE INSURANCE**

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

**3.89** *Delete Section 11.3.4 and substitute the following:*

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

**3.90** *Delete the language of Section 11.3.5 and substitute the word "Reserved."*

**3.91** *Delete Section 11.3.6 and substitute the following:*

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

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**3.92** Delete the first sentence of Section 11.3.7 and substitute the following:

The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents and employees, each of the other, and (2) the Architect, Architect’s consultants, separate contractors described in Article 6, if any, and any of their subcontractors, sub-subcontractors, agents and employees, for damages caused by fire or other causes of loss to the extent the property insurance provided by the Contractor pursuant to this Section 11.3 covers and pays for the damage, except such rights as they have to proceeds of such insurance held by the Contractor as fiduciary.

**3.93** Delete the first sentence of Section 11.3.8 and substitute the following:

A loss insured under the Contractor’s property insurance shall be adjusted by the Contractor as fiduciary and made payable to the Contractor as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.3.10.

**3.94** Delete Section 11.3.9 and substitute the following:

**11.3.9** If required in writing by a party in interest, the Contractor as fiduciary shall, upon occurrence of an insured loss, give bond for proper performance of the Contractor’s duties. The cost of required bonds shall be charged against proceeds received as fiduciary. The Contractor shall deposit in a separate account proceeds so received, which the Contractor shall distribute in accordance with such agreement as the parties in interest may reach. If after such loss no other special agreement is made and unless the Owner terminates the Contract for convenience, replacement of damaged property shall be performed by the Contractor.

**3.95** Delete Section 11.3.10 and substitute the following:

**11.3.10** The Contractor as fiduciary shall have power to adjust and settle a loss with insurers unless one of the parties in interest shall object in writing within five days after occurrence of loss to the Contractor’s exercise of this power; if such objection is made, the dispute shall be resolved in the manner provided in the contract between the parties in dispute as the method of binding dispute resolution. The Contractor as fiduciary shall make settlement with insurers or, in the case of a dispute over distribution of insurance proceeds, in accordance with a final order or determination issued by the appropriate authority having jurisdiction over the dispute..

**3.96** Delete Section 11.4.1 and substitute the following:

**11.4.1** Before commencing any services hereunder, the Contractor shall provide the Owner with Performance and Payment Bonds, each in an amount not less than the Contract Price set forth in Article 4 of the Agreement. The Surety shall have, at a minimum, a "Best Rating" of "A" as stated in the most current publication of "Best's Key Rating Guide, Property-Casualty". In addition, the Surety shall have a minimum "Best Financial Strength Category" of "Class V", and in no case less than five (5) times the contract amount. The Performance Bond shall be written on Form SE-355, "Performance Bond" and the Payment Bond shall written on Form SE-357, "Labor and Material Payment Bond", and both shall be made payable to the Owner.

**3.97** Delete Section 11.4.2 and substitute the following:

**11.4.2** The Performance and Labor and Material Payment Bonds shall:

- .1** be issued by a surety company licensed to do business in South Carolina;
- .2** be accompanied by a current power of attorney and certified by the attorney-in-fact who executes the bond on the behalf of the surety company; and
- .3** remain in effect for a period not less than one (1) year following the date of Substantial Completion or the time required to resolve any items of incomplete Work and the payment of any disputed amounts, whichever time period is longer.

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**3.98** *Add the following Sections 11.4.3 and 11.4.4:*

**11.4.3** Any bonds required by this Contract shall meet the requirements of the South Carolina Code of Laws and Regulations, as amended.

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

**3.99** *Delete Section 12.1.1 and substitute the following:*

**12.1.1** If a portion of the Work is covered contrary to the requirements specifically expressed in the Contract Documents, including inspections of work-in-progress required by all authorities having jurisdiction over the Project, it must, upon demand of the Architect or authority having jurisdiction, be uncovered for observation and be replaced at the Contractor’s expense without change in the Contract Time.

**3.100** *In Section 12.2.2.1, delete the words “and to make a claim for breach of warranty” at the end of the third sentence.*

**3.101** *In Section 12.2.2.3, add the following to the end of the sentence:*

unless otherwise provided in the Contract Documents.

**3.102** *Insert the following at the end of Section 12.2.4:*

If, prior to the date of Substantial Completion, the Contractor, a Subcontractor, or anyone for whom either is responsible, uses or damages any portion of the Work, including, without limitation, mechanical, electrical, plumbing, and other building systems, machinery, equipment, or other mechanical device, the Contractor shall cause such item to be restored to "like new" condition at no expense to the Owner.

**3.103** *Delete Section 13.1 and substitute the following:*

**13.1 GOVERNING LAW**

The Contract, any dispute, claim, or controversy relating to the Contract, and all the rights and obligations of the parties shall, in all respects, be interpreted, construed, enforced and governed by and under the laws of the State of South Carolina, except its choice of law rules.

**3.104** *Delete Section 13.2, including its Sub-Sections 13.2.1 and 13.2.2, and substitute the following:*

**13.2 SUCCESSORS AND ASSIGNS**

The Owner and Contractor respectively bind themselves, their partners, successors, assigns and legal representatives to covenants, agreements and obligations contained in the Contract Documents. Neither party to the Contract shall assign the Contract as a whole, or in part, without written consent of the other and then only in accordance with and as permitted by Regulation 19-445.2180 of the South Carolina Code of Regulations, as amended. If either party attempts to make such an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

**3.105** *Delete Section 13.3 and substitute the following:*

**13.3 WRITTEN NOTICE**

Unless otherwise permitted herein, all notices contemplated by the Contract Documents shall be in writing and shall be deemed given:

- .1** upon actual delivery, if delivery is by hand;
- .2** upon receipt by the transmitting party of confirmation or reply, if delivery is by electronic mail, facsimile, telex or telegram;
- .3** upon receipt, if delivery is by the United States mail.

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Notice to Contractor shall be to the address provided in Section 8.3.2 of the Agreement. Notice to Owner shall be to the address provided in Section 8.2.2 of the Agreement. Either party may designate a different address for notice by giving notice in accordance with this paragraph.

**3.106** *In Section 13.4.1, insert the following at the beginning of the sentence:*

Unless expressly provided otherwise,

**3.107** *Add the following Section 13.4.3:*

**13.4.3** Notwithstanding Section 9.10.4, the rights and obligations which, by their nature, would continue beyond the termination, cancellation, rejection, or expiration of this contract shall survive such termination, cancellation, rejection, or expiration, including, but not limited to, the rights and obligations created by the following clauses:

**1.5** Ownership and Use of Drawings, Specifications and Other Instruments of Service;

**3.5** Warranty

**3.17** Royalties, Patents and Copyrights

**3.18** Indemnification

**7.6** Cost or Pricing Data

**11.1** Contractor's Liability Insurance

**11.4** Performance and Payment Bond

**15.1.6** Claims for Listed Damages

**15.1.7** Waiver of Claims Against the Architect

**15.6** Dispute Resolution

**15.4** Service of Process

**3.108** *Delete Section 13.6 and substitute the following:*

#### **13.6 INTEREST**

Payments due to the Contractor and unpaid under the Contract Documents shall bear interest only if and to the extent allowed by Title 29, Chapter 6, Article 1 of the South Carolina Code of Laws. Amounts due to the Owner shall bear interest at the rate of one percent a month or a pro rata fraction thereof on the unpaid balance as may be due.

**3.109** *Delete the language of Section 13.7 and substitute the word "Reserved."*

**3.110** *Add the following Sections 13.8 through 13.16:*

#### **13.8 PROCUREMENT OF MATERIALS BY OWNER**

The Contractor accepts assignment of all purchase orders and other agreements for procurement of materials and equipment by the Owner that are identified as part of the Contract Documents. The Contractor shall, upon delivery, be responsible for the storage, protection, proper installation, and preservation of such Owner purchased items, if any, as if the Contractor were the original purchaser. The Contract Sum includes, without limitation, all costs and expenses in connection with delivery, storage, insurance, installation, and testing of items covered in any assigned purchase orders or agreements. Unless the Contract Documents specifically provide otherwise, all Contractor warranty of workmanship and correction of the Work obligations under the Contract Documents shall apply to the Contractor's installation of and modifications to any Owner purchased items,.

#### **13.9 INTERPRETATION OF BUILDING CODES**

As required by Title 10, Chapter 1, Section 180 of the South Carolina Code of Laws, as amended, OSE shall determine the enforcement and interpretation of all building codes and referenced standards on state buildings. The Contractor shall refer any questions, comments, or directives from local officials to the Owner and OSE for resolution.

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Contractor shall notify Owner of each Minority Business Enterprise (MBE) providing labor, materials, equipment, or supplies to the Project under a contract with the Contractor. Contractor's notification shall be via the first monthly status report submitted to the Owner after execution of the contract with the MBE. For each such MBE, the Contractor shall provide the MBE's name, address, and telephone number, the nature of the work to be performed or materials or equipment to be supplied by the MBE, whether the MBE is certified by the South Carolina Office of Small and Minority Business Assistance, and the value of the contract.

**13.11 SEVERABILITY**

If any provision or any part of a provision of the Contract Documents shall be finally determined to be superseded, invalid, illegal, or otherwise unenforceable pursuant to any applicable Legal Requirements, such determination shall not impair or otherwise affect the validity, legality, or enforceability of the remaining provision or parts of the provision of the Contract Documents, which shall remain in full force and effect as if the unenforceable provision or part were deleted.

**13.12 ILLEGAL IMMIGRATION**

Contractor certifies and agrees that it will comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws and agrees to provide to the State upon request any documentation required to establish either: (a) that Title 8, Chapter 14 is inapplicable both to Contractor and its subcontractors or sub-subcontractors; or (b) that Contractor and its subcontractors or sub-subcontractors are in compliance with Title 8, Chapter 14. Pursuant to Section 8-14-60, "A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony, and, upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both." Contractor agrees to include in any contracts with its subcontractors language requiring its subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14, and (b) include in their contracts with the sub-subcontractors language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14. (An overview is available at [www.procurement.sc.gov](http://www.procurement.sc.gov))

**13.13 SETOFF**

The Owner shall have all of its common law, equitable, and statutory rights of set-off.

**13.14 DRUG-FREE WORKPLACE**

The Contractor certifies to the Owner that Contractor will provide a Drug-Free Workplace, as required by Title 44, Chapter 107 of the South Carolina Code of Laws, as amended.

**13.15 FALSE CLAIMS**

According to the S.C. Code of Laws § 16-13-240, "a person who by false pretense or representation obtains the signature of a person to a written instrument or obtains from another person any chattel, money, valuable security, or other property, real or personal, with intent to cheat and defraud a person of that property is guilty" of a crime.

**13.16 NON-INDEMNIFICATION:**

Any term or condition is void to the extent it requires the State to indemnify anyone. It is unlawful for a person charged with disbursements of state funds appropriated by the General Assembly to exceed the amounts and purposes stated in the appropriations. (§ 11-9-20) It is unlawful for an authorized public officer to enter into a contract for a purpose in which the sum is in excess of the amount appropriated for that purpose. It is unlawful for an authorized public officer to divert or appropriate the funds arising from any tax levied and collected for any one fiscal year to the payment of an indebtedness contracted or incurred for a previous year. (§ 11-1-40)

**3.111** *Delete Section 14.1.1 and substitute the following:*

**14.1.1** The Contractor may terminate the Contract if the Work is stopped for a period of 45 consecutive days through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with the Contractor, for any of the following reasons:

- .1** Issuance of an order of a court or other public authority having jurisdiction that requires substantially all Work to be stopped; or

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- .2 An act of government, such as a declaration of national emergency that requires substantially all Work to be stopped.
- .3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents and the Contractor has stopped work in accordance with Section 9.7

**3.112** *Insert the following at the end of Section 14.1.3:*

Any adjustment to the Contract Sum pursuant to this Section shall be made in accordance with the requirements of Article 7.

**3.113** *In Section 14.1.4, replace the word “repeatedly” with the word “persistently.”*

**3.114** *Delete Section 14.2.1 and substitute the following:*

**14.2.1** The Owner may terminate the Contract if the Contractor

- .1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials, or otherwise fails to prosecute the Work, or any separable part of the Work, with the diligence, resources and skill that will ensure its completion within the time specified in the Contract Documents, including any authorized adjustments;
- .2 fails to make payment to Subcontractors for materials or labor in accordance with the Contract Documents and the respective agreements between the Contractor and the Subcontractors;
- .3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- .4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

**3.115** *In Section 14.2.2, delete the parenthetical statement “, upon certification by the Initial Decision Maker that sufficient cause exists to justify such action,” immediately following the word “Owner” in the first line.*

**3.116** *In Section 14.2.4, replace the words “Initial Decision Maker” with the word “Architect”*

**3.117** *Add the following Section 14.2.5:*

**14.2.5** If, after termination for cause, it is determined that the Owner lacked justification to terminate under Section 14.2.1, or that the Contractor’s default was excusable, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the Owner under Section 14.4.

**3.118** *Delete the second sentence of Section 14.3.2 and substitute the following:*

Any adjustment to the Contract Sum made pursuant to this section shall be made in accordance with the requirements of Article 7.3.3.

**3.119** *Delete Section 14.4.1 and substitute the following:*

**14.4.1** The Owner may, at any time, terminate the Contract, in whole or in part for the Owner’s convenience and without cause. The Owner shall give written notice of the termination to the Contractor specifying the part of the Contract terminated and when termination becomes effective.

**3.120** *Delete Section 14.4.2 and substitute the following:*

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

- .1 cease operations as directed by the Owner in the notice;
- .2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work;

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- .3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders; and
- .4 complete the performance of the Work not terminated, if any.

**3.121** *Delete Section 14.4.3 and substitute the following:*

**14.4.3** In case of such termination for the Owner’s convenience, the Contractor shall be entitled to receive payment for Work executed, costs incurred by reason of such termination, and any other adjustments otherwise allowed by the Contract. Any adjustment to the Contract Sum made pursuant to this Section 14.4 shall be made in accordance with the requirements of Article 7.3.3.

**3.122** *Add the following Sections 14.4.4, 14.4.5, and 14.5:*

**14.4.4** Contractor's failure to include an appropriate termination for convenience clause in any subcontract shall not (i) affect the Owner's right to require the termination of a subcontract, or (ii) increase the obligation of the Owner beyond what it would have been if the subcontract had contained an appropriate clause.

**14.4.5** Upon written consent of the Contractor, the Owner may reinstate the terminated portion of this Contract in whole or in part by amending the notice of termination if it has been determined that:

- .1 the termination was due to withdrawal of funding by the General Assembly, Governor, or Budget and Control Board or the need to divert project funds to respond to an emergency as defined by Regulation 19-445.2110(B) of the South Carolina Code of Regulations, as amended;
- .2 funding for the reinstated portion of the work has been restored;
- .3 circumstances clearly indicate a requirement for the terminated work; and
- .4 reinstatement of the terminated work is advantageous to the Owner.

**14.5 CANCELLATION AFTER AWARD BUT PRIOR TO PERFORMANCE**

Pursuant to Title 11, Chapter 35 and Regulation 19-445.2085 of the South Carolina Code of Laws and Regulations, as amended, this contract may be canceled after award but prior to performance.

**3.123** *Insert the following sentence after the second sentence of Section 15.1.1:*

A voucher, invoice, payment application or other routine request for payment that is not in dispute when submitted is not a Claim under this definition.

**3.124** *Delete Section 15.1.2 and substitute the following:*

**15.1.2 NOTICE OF CLAIMS**

Claims by either the Owner or Contractor must be initiated by written notice to the other party and to the Architect. Such notice shall include sufficient information to advise the Architect and other party of the circumstances giving rise to the claim, the specific contractual adjustment or relief requested and the basis of such request. Claims by either party arising prior to the date final payment is due must be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later except as stated for adverse weather days in Section 15.1.5.2. By failing to give written notice of a Claim within the time required by this Section, a party expressly waives its claim.

**3.125** *Delete Section 15.1.3 and substitute the following:*

**15.1.3 CONTINUING CONTRACT PERFORMANCE**

Pending final resolution of a Claim, including any administrative review allowed under Section 15.6, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents. The Architect will issue Certificates for Payment in accordance with the initial decisions and determinations of the Architect.



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**3.126** *Insert the following at the end of Section 15.1.5.1:*

Claims for an increase in the Contract Time shall be based on one additional calendar day for each full calendar day that the Contractor is prevented from working.

**3.127** *Insert the following Sub-Sections at the end of Section 15.1.5.2:*

- .1** Claims for adverse weather shall be based on actual weather conditions at the job site or other place of performance of the Work, as documented in the Contractor's job site log.
- .2** For the purpose of this Contract, a total of five (5) calendar days per calendar month (non-cumulative) shall be anticipated as "adverse weather" at the job site, and such time will not be considered justification for an extension of time. If, in any month, adverse weather develops beyond the five (5) days, the Contractor shall be allowed to claim additional days to compensate for the excess weather delays only to the extent of the impact on the approved construction schedule. The remedy for this condition is for an extension of time only and is exclusive of all other rights and remedies available under the Contract Documents or imposed or available by law.
- .3** The Contractor shall submit monthly with their pay application all claims for adverse weather conditions that occurred during the previous month. The Architect shall review each monthly submittal in accordance with Section 15.5 and inform the Contractor and the Owner promptly of its evaluation. Approved days shall be included in the next Change Order issued by the Architect. Adverse weather conditions not claimed within the time limits of this Subparagraph shall be considered to be waived by the Contractor. Claims will not be allowed for adverse weather days that occur after the scheduled (original or adjusted) date of Substantial Completion.

**3.128** *Delete Section 15.1.6 and substitute the following:***15.1.6 CLAIMS FOR LISTED DAMAGES**

Notwithstanding any other provision of the Contract Documents, including Section 1.2.1, but subject to a duty of good faith and fair dealing, the Contractor and Owner waive Claims against each other for listed damages arising out of or relating to this Contract.

**15.1.6.1** For the Owner, listed damages are (i) lost revenue and profit, (ii) losses resulting from injury to business or reputation, (iii) additional or escalated overhead and administration expenses, (iv) additional financing costs, (v) costs suffered by a third party unable to commence work, (vi) attorney's fees, (vii) any interest, except to the extent allowed by Section 13.6 (Interest), (viii) lost revenue and profit for lost use of the property, (ix) costs resulting from lost productivity or efficiency.

**15.1.6.2** For the Contractor, listed damages are (i) lost revenue and profit, (ii) losses resulting from injury to business or reputation, (iii) additional or escalated overhead and administration expenses, (iv) additional financing costs, (v) attorney's fees, (vi) any interest, except to the extent allowed by Section 13.6 (Interest); (vii) unamortized equipment costs; and, (viii) losses incurred by subcontractors for the types of damages the Contractor has waived as against the Owner. Without limitation, this mutual waiver is applicable to all damages due to either party's termination in accordance with Article 14. Nothing contained in this Section shall be deemed to preclude an award of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents. This mutual waiver is not applicable to amounts due or obligations under Section 3.18 (Indemnification).

**3.129** *Add the following Section 15.1.7:***15.1.7 WAIVER OF CLAIMS AGAINST THE ARCHITECT**

Notwithstanding any other provision of the Contract Documents, including Section 1.2.1, but subject to a duty of good faith and fair dealing, the Contractor waives all claims against the Architect and any other design professionals who provide design and/or project management services to the Owner, either directly or as independent contractors or subcontractors to the Architect, for listed damages arising out of or relating to this Contract. The listed damages are (i) lost revenue and profit, (ii) losses resulting from injury to business or reputation, (iii) additional or escalated overhead and administration expenses, (iv) additional financing costs, (v)

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attorney's fees, (vi) any interest; (vii) unamortized equipment costs; and, (viii) losses incurred by subcontractors for the types of damages the Contractor has waived as against the Owner. This mutual waiver is not applicable to amounts due or obligations under Section 3.18 (Indemnification).

**3.130** *Delete the language of Sections 15.2, 15.3, and 15.4, including all Sub-Sections, and substitute the word "Reserved" for the deleted language of each Section and Sub-Section.*

**3.131** *Add the following Sections 15.5 and 15.6 with their sub-sections:*

**15.5 CLAIM AND DISPUTES - DUTY OF COOPERATION, NOTICE, AND ARCHITECTS****INITIAL DECISION**

**15.5.1** Contractor and Owner are fully committed to working with each other throughout the Project to avoid or minimize claims. To further this goal, Contractor and Owner agree to communicate regularly with each other and the Architect at all times notifying one another as soon as reasonably possible of any issue that if not addressed may cause loss, delay, and/or disruption of the Work. If claims do arise, Contractor and Owner each commit to resolving such claims in an amicable, professional, and expeditious manner to avoid unnecessary losses, delays, and disruptions to the Work.

**15.5.2** Claims shall first be referred to the Architect for initial decision. An initial decision shall be required as a condition precedent to resolution pursuant to Section 15.6 of any Claim arising prior to the date of final payment, unless 30 days have passed after the Claim has been referred to the Architect with no decision having been rendered, or after all the Architect's requests for additional supporting data have been answered, whichever is later. The Architect will not address claims between the Contractor and persons or entities other than the Owner.

**15.5.3** The Architect will review Claims and within ten days of the receipt of a Claim (1) request additional supporting data from the claimant or a response with supporting data from the other party or (2) render an initial decision in accordance with Section 15.5.5.

**15.5.4** If the Architect requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of such request, and shall either (1) provide a response on the requested supporting data, (2) advise the Architect when the response or supporting data will be furnished or (3) advise the Architect that all supporting data has already been provided. Upon receipt of the response or supporting data, the Architect will render an initial decision in accordance with Section 15.5.5.

**15.5.5** The Architect will render an initial decision in writing; (1) stating the reasons therefor; and (2) notifying the parties of any change in the Contract Sum or Contract Time or both. The Architect will deliver the initial decision to the parties within two weeks of receipt of any response or supporting data requested pursuant to Section 16.4, or within such longer period as may be mutually agreeable to the parties. If the parties accept the initial decision, the Architect shall prepare a Change Order with appropriate supporting documentation for the review and approval of the parties and the Office of State Engineer. If either the Contractor, Owner, or both, disagree with the initial decision, the Contractor and Owner shall proceed with dispute resolution in accordance with the provisions of Section 15.6.

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

**15.6 DISPUTE RESOLUTION**

**15.6.1** If a claim is not resolved pursuant to Section 15.5 to the satisfaction of either party, both parties shall attempt to resolve the dispute at the field level through discussions between Contractor's Representative and Owner's Representative. If a dispute cannot be resolved through Contractor's Representative and Owner's Representative, then the Contractor's Senior Representative and the Owner's Senior Representative, upon the request of either party, shall meet as soon as conveniently possible, but in no case later than twenty-one days after such a request is made, to attempt to resolve such dispute. Prior to any meetings between the Senior Representatives, the parties will exchange relevant information that will assist the parties in resolving their dispute. The meetings required by this Section are a condition precedent to resolution pursuant to Section 15.6.2.

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**15.6.2** If after meeting in accordance with the provisions of Section 15.6.1, the Senior Representatives determine that the dispute cannot be resolved on terms satisfactory to both the Contractor and the Owner, then either party may submit the dispute by written request to South Carolina’s Chief Procurement Officer for Construction (CPOC). Except as otherwise provided in Article 15, all claims, claims, or controversies relating to the Contract shall be resolved exclusively by the appropriate Chief Procurement Officer in accordance with Title 11, Chapter 35, Article 17 of the South Carolina Code of Laws, or in the absence of jurisdiction, only in the Court of Common Pleas for, or in the absence of jurisdiction a federal court located in, Richland County, State of South Carolina. Contractor agrees that any act by the State regarding the Contract is not a waiver of either the State’s sovereign immunity or the State’s immunity under the Eleventh Amendment of the United State’s Constitution.

**15.6.3** If any party seeks resolution to a dispute pursuant to Section 15.6.2, the parties shall participate in non-binding mediation to resolve the claim. If the claim is governed by Title 11, Chapter 35, Article 17 of the South Carolina Code of Laws as amended and the amount in controversy is \$100,000.00 or less, the CPOC shall appoint a mediator, otherwise, the mediation shall be conducted by an impartial mediator selected by mutual agreement of the parties, or if the parties cannot so agree, a mediator designated by the American Arbitration Association (“AAA”) pursuant to its Construction Industry Mediation Rules. The mediation will be governed by and conducted pursuant to a mediation agreement negotiated by the parties or, if the parties cannot so agree, by procedures established by the mediator.

**15.6.4** Without relieving any party from the other requirements of Sections 15.5 and 15.6, either party may initiate proceedings in the appropriate forum prior to initiating or completing the procedures required by Sections 15.5 and 15.6 if such action is necessary to preserve a claim by avoiding the application of any applicable statutory period of limitation or repose.

**15.6.5 SERVICE OF PROCESS**

Contractor consents that any papers, notices, or process necessary or proper for the initiation or continuation of any claims, claims, or controversies relating to the Contract; for any court action in connection therewith; or for the entry of judgment on any award made, may be served on Contractor by certified mail (return receipt requested) addressed to Contractor at the address provided for the Contractor’s Senior Representative or by personal service or by any other manner that is permitted by law, in or outside South Carolina. Notice by certified mail is deemed duly given upon deposit in the United States mail.

**3.132** Add the following Article 16:

**ARTICLE 16 PROJECT-SPECIFIC REQUIREMENTS AND INFORMATION**

**16.1. Inspection Requirements:** *(Indicate the inspection services required by the Contract)*

- Special Inspections are required and are not part of the Contract Sum. *(see section 01400)*
- Building Inspections are required and are not part of the Contract Sum. *(see section 01400)*
- Building Inspections are required and are part of the Contract Sum. The inspections required for this Work are : *(Indicate which services are required and the provider)*

- Civil: \_\_\_\_\_
- Structural: \_\_\_\_\_
- Mechanical: \_\_\_\_\_
- Plumbing: \_\_\_\_\_
- Electrical: \_\_\_\_\_
- Gas: \_\_\_\_\_
- Other *(list)*: \_\_\_\_\_

Remarks: \_\_\_\_\_

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**16.1.1** Contractor shall schedule and request inspections in an orderly and efficient manner and shall notify the Owner whenever the Contractor schedules an inspection in accordance with the requirements of Section 16.1. Contractor shall be responsible for the cost of inspections scheduled and conducted without the Owner's knowledge and for any increase in the cost of inspections resulting from the inefficient scheduling of inspections.

**16.2** List Cash Allowances, if any. *(Refer to attachments as needed. If none, enter NONE)*

NONE

**16.3.** Requirements for Record Drawings, if any. *(Refer to attachments as needed. If none, enter NONE)*

See 230010 and 260511.

**16.4.** Requirements for Shop Drawings and other submittals, if any, including number, procedure for submission, list of materials to be submitted, etc. *(Refer to attachments as needed. If none, enter NONE)*

See 230010 and 260510.

**16.5.** Requirements for signage, on-site office or trailer, utilities, restrooms, etc., in addition to the Contract, if any. *(Refer to attachments as needed. If none, enter NONE)*

NONE

**16.6.** Requirements for Project Cleanup in addition to the Contract, if any. *(Refer to attachments as needed. If none, enter NONE)*

NONE

**16.7.** List all attachments that modify these General Conditions. *(If none, enter NONE)*

USC Supplementary General Conditions for Construction Projects.

USC SUPPLEMENTAL GENERAL CONDITIONS  
FOR CONSTRUCTION PROJECTS

1. Contractor's employees shall take all reasonable means not to interrupt the flow of student traffic in building corridors, lobbies and stairs. All necessary and reasonable safety precautions shall be taken to prevent injury to building occupants while transporting materials and equipment through the building to the work area. Providing safe, accessible, plywood pedestrian ways around construction may be required if a suitable alternative route is not available.
2. Fraternalization between Contractor's employees and USC students, faculty or staff is strictly prohibited-zero tolerance!
3. USC will not tolerate rude, abusive or degrading behavior on the job site. Heckling and cat-calling directed toward students, faculty or staff or any other person on USC property is strictly prohibited. Any contractor whose employees violate this requirement will be assessed a fine of up to \$500 per violation.
4. Contractor's employees must adhere to the University's policy of maintaining a drug-free and smoke-free/tobacco free workplace.
5. Contractor must sign a Contractor Key Receipt/Return form before any keys are issued. Keys must be returned immediately upon the completion of the work. The Contractor will bear the cost of any re-keying necessary due to the loss of or failure to return keys.
6. A welding permit must be issued by the University Fire Marshall before any welding can begin inside a building. Project Manager will coordinate.
7. Contractor must notify the University immediately upon the discovery of suspect material such as those potentially containing asbestos or other such hazardous materials. These materials **must not** be disturbed until approved by the USC Project Manager.
8. At the beginning of the project, the USC Project Manager will establish the Contractor's lay-down area. This area will also be used for the Contractor's work vehicles. No personal vehicles will be allowed in this area, or in any areas surrounding the construction site that are not regular or authorized parking lots. Personal vehicles must be parked in the perimeter parking lots. Parking permits can be obtained at the USC Parking Office located in the Pendleton Street parking garage. The lay down area will be clearly identified to the contractor by the PM, with a sketch or drawing provided to Parking. In turn, the contractor will mark off this area with a sign containing the project name, PM name, Contractor name and contact number, and end date. Where this area is subject to foot traffic, protective barriers will be provided as specified by the PM. The area will be maintained in a neat and orderly fashion. Vehicles parked in the lay down area (or designated parking areas) will be clearly marked or display a CPC furnished placard for identification.

9. Contractor will be responsible for providing its own temporary toilet facilities, unless prior arrangements are made with the USC Project Manager.
10. Use of USC communications facilities (telephones, computers, etc.) by the Contractor is prohibited, unless prior arrangements are made with the USC Project Manager.
11. For all projects over \$100,000, including IDC's, an SE-395, Contractor Performance Evaluation, will be completed by the USC Project Manager and reviewed with the GC at the beginning of the project and a copy given to the GC. At the end of the project the form will be completed and a Construction Performance rating will be established.
12. Contractor is responsible for removal of all debris from the site, and is required to provide the necessary dumpsters which will be emptied at least 1 times per week. Construction waste must not be placed in University dumpsters. THE CONSTRUCTION SITE MUST BE THOROUGHLY CLEANED WITH ALL TRASH PICKED UP AND PROPERLY DISPOSED OF ON A DAILY BASIS AND THE SITE MUST BE LEFT IN A SAFE AND SANITARY CONDITION EACH DAY. THE UNIVERSITY WILL INSPECT JOB SITES REGULARLY AND WILL FINE ANY CONTRACTOR FOUND TO BE IN VIOLATION OF THIS REQUIREMENT AN AMOUNT OF UP TO \$1,000 PER VIOLATION.
13. **Contractor must provide all O&M manuals, as-built drawings, and training of USC personnel on new equipment, controls, etc. prior to Substantial Completion. Final payment will not be made until this is completed.**
14. The contractor will comply with all regulations set forth by OSHA and SCDHEC. Contractor must also adhere to USC's internal policies and procedures (available by request). As requested, the contractor will submit all Safety Programs and Certificates of Insurance to the University for review.
15. Tree protection fencing is required to protect existing trees and other landscape features to be preserved within a construction area. The limits of this fence will be evaluated for each situation with the consultant, USC Arborist and USC Project Manager. The tree protection fence shall be 5' high chain link fence unless otherwise approved by USC Project Manager. No entry or materials storage will be allowed inside the tree protection zone. A 4" layer of mulch shall be placed over the tree protection area to maintain moisture in the root zone.
16. Where it is necessary to cross walks, tree root zones (i.e., under canopy) or lawns the following measures shall be taken: For single loads up to 9,000 lbs., a 3/4" minimum plywood base shall be placed over areas impacted. For single loads over 9,000 lbs., two layers of 3/4" plywood is required.
17. For projects requiring heavy loads to cross walks tree root zones or lawns. A construction entry road consisting of 10' X 16' oak logging mates on 12" coarse, chipped, hardwood base. Mulch and logging mats shall be supplemented throughout the project to keep matting structurally functional.

Updated: July 15, 2011

18. Any damage to existing landscaping (including lawn areas) will be remediated before final payment is made.
19. Orange safety fence to be provided by the contractor. (USC Arborist, Kevin Curtis may be contacted at 777-0033 or 315-0319)

### **Campus Vehicle Expectations**

1. All motorized vehicles on the University campus are expected to travel and park on roadways and/or in parking stalls.
2. All motorized vehicle traffic on USC walkways must first receive the Landscape Manager's authorization. Violators may be subject to fines and penalties.
3. All motorized vehicles that leak or drip liquids are prohibited from traveling or parking on walks or landscaped areas.
4. Contractors, vendors, and delivery personnel are required to obtain prior parking authorization before parking in a designated space. Violators may be subject to fines and/or penalties. See Item 10 below.
5. Drivers of equipment or motor vehicles that damage university hardscape or landscape will be held personally responsible for damages and restoration expense.
6. Vehicle drivers who park on landscape or drives must be able to produce written evidence of need or emergency requiring parking on same.
7. All vehicles parked on landscape, hardscape, or in the process of service delivery, must display adequate safety devices, i.e. flashing lights, cones, signage, etc.
8. All drivers of equipment and vehicles will be respectful of University landscape, equipment, structures, fixtures and signage.
9. All incidents of property damage will be reported to Parking Services or the Work Management Center.
10. Parking on campus is restricted to spaces designated by Parking Services at the beginning of the project. Once the project manager and contractor agree on how many spaces are needed, the project manager will obtain a placard for each vehicle. This placard must be hung from the mirror of the vehicle, otherwise a ticket will be issued and these tickets cannot be "fixed". Parking spaces are restricted to work vehicles only; no personal vehicles.

**SE-355**  
**Performance Bond**

2011 Edition

**KNOW ALL MEN BY THESE PRESENTS**, that *(Insert full name or legal title and address of Contractor)*

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

hereinafter referred to as “Contractor”, and *(Insert full name and address of principal place of business of Surety)*

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

hereinafter called the “surety”, are jointly and severally held and firmly bound unto *(Insert full name and address of Agency)*

Name: University of South Carolina  
Address: 743 Greene Street  
Columbia, SC 29208

hereinafter referred to as “Agency”, or its successors or assigns, the sum of \_\_\_\_\_ (\$ \_\_\_\_\_), being the sum of the Bond to which payment to be well and truly made, the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

**WHEREAS**, Contractor has by written agreement dated \_\_\_\_\_ entered into a contract with Agency to construct

State Project Name: Wardlaw AHU-3 Replacement  
State Project Number: H27-1940  
Brief Description of Awarded Work, as found on the SE-330, Bid Form: Replacement of dual duct, four pipe roof mounted air handling unit (AHU-3) and associated electrical, fire alarm, and structural work.

in accordance with Drawings and Specifications prepared by *(Insert full name and address of A/E)*

Name: Swygert & Associates  
Address: 1315 State Street  
Cayce, SC 29033

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

**IN WITNESS WHEREOF**, Surety and Contractor, intending to be legally bound hereby, subject to the terms stated herein, do each cause this Performance Bond to be duly executed on its behalf by its authorized officer, agent or representative.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_, BOND NUMBER \_\_\_\_\_  
*(shall be no earlier than Date of Contract)*

CONTRACTOR

SURETY

By: \_\_\_\_\_  
(Seal)

By: \_\_\_\_\_  
(Seal)

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

Print Title: \_\_\_\_\_  
(Attach Power of Attorney)

Witness: \_\_\_\_\_

Witness: \_\_\_\_\_

*(Additional Signatures, if any, appear on attached page)*



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**Performance Bond**

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**NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH THAT:**

1. The Contractor and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Agency for the full and faithful performance of the contract, which is incorporated herein by reference

2. If the Contractor performs the contract, the Surety and the Contractor have no obligation under this Bond, except to participate in conferences as provided in paragraph 3.1.

3. The Surety's obligation under this Bond shall arise after:

**3.1** The Agency has notified the Contractor and the Surety at the address described in paragraph 10 below, that the Agency is considering declaring a Contractor Default and has requested and attempted to arrange a conference with the Contractor and the Surety to be held not later than 15 days after receipt of such notice to discuss methods of performing the Contract. If the Agency, the Contractor and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Contract, but such an agreement shall not waive the Agency's right, if any, subsequently to declare a Contractor Default; or

**3.2** The Agency has declared a Contractor Default and formally terminated the Contractor's right to complete the Contract.

4. The Surety shall, within 15 days after receipt of notice of the Agency's declaration of a Contractor Default, and at the Surety's sole expense, take one of the following actions:

**4.1** Arrange for the Contractor, with consent of the Agency, to perform and complete the Contract; or

**4.2** Undertake to perform and complete the Contract itself, through its agents or through independent contractors; or

**4.3** Obtain bids or negotiated proposals from qualified contractors acceptable to the Agency for a contract for performance and completion of the Contract, arrange for a contract to be prepared for execution by the Agency and the contractor selected with the Agency's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the Bonds issued on the Contract, and pay to the Agency the amount of damages as described in paragraph 7 in excess of the Balance of the Contract Sum incurred by the Agency resulting from the Contractor Default; or

**4.4** Waive its right to perform and complete, arrange for completion, or obtain a new contractor, and:

**4.4.1** After investigation, determine the amount for which it may be liable to the Agency and, within 60 days of waiving its rights under this paragraph, tender payment thereof to the Agency; or

**4.4.2** Deny liability in whole or in part and notify the Agency, citing the reasons therefore.

5. Provided Surety has proceeded under paragraphs 4.1, 4.2, or 4.3, the Agency shall pay the Balance of the Contract Sum to either:

**5.1** Surety in accordance with the terms of the Contract; or

**5.2** Another contractor selected pursuant to paragraph 4.3 to perform the Contract.

**5.3** The balance of the Contract Sum due either the Surety or another contractor shall be reduced by the amount of damages as described in paragraph 7.

6. If the Surety does not proceed as provided in paragraph 4 with reasonable promptness, the Surety shall be deemed to be in default on this Bond 15 days after receipt of written notice from the Agency to the Surety demanding that the Surety perform its obligations under this Bond, and the Agency shall be entitled to enforce any remedy available to the Agency.

**6.1** If the Surety proceeds as provided in paragraph 4.4, and the Agency refuses the payment tendered or the Surety has denied liability, in whole or in part, then without further notice the Agency shall be entitled to enforce any remedy available to the Agency.

**6.2** Any dispute, suit, action or proceeding arising out of or relating to this Bond shall be governed by the Dispute Resolution process defined in the Contract Documents and the laws of the State of South Carolina.

7. After the Agency has terminated the Contractor's right to complete the Contract, and if the Surety elects to act under paragraph 4.1, 4.2, or 4.3 above, then the responsibilities of the Surety to the Agency shall be those of the Contractor under the Contract, and the responsibilities of the Agency to the Surety shall those of the Agency under the Contract. To a limit of the amount of this Bond, but subject to commitment by the Agency of the Balance of the Contract Sum to mitigation of costs and damages on the Contract, the Surety is obligated to the Agency without duplication for:

**7.1** The responsibilities of the Contractor for correction of defective Work and completion of the Contract; and

**7.2** Additional legal, design professional and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under paragraph 4; and

**7.3** Damages awarded pursuant to the Dispute Resolution Provisions of the Contract. Surety may join in any Dispute Resolution proceeding brought under the Contract and shall be bound by the results thereof; and

**7.4** Liquidated Damages, or if no Liquidated Damages are specified in the Contract, actual damages caused by delayed performance or non-performance of the Contractor.

8. The Surety shall not be liable to the Agency or others for obligations of the Contractor that are unrelated to the Contract, and the Balance of the Contract Sum shall not be reduced or set-off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than the Agency or its heirs, executors, administrators, or successors.

9. The Surety hereby waives notice of any change, including changes of time, to the contract or to related subcontracts, purchase orders and other obligations.

10. Notice to the Surety, the Agency or the Contractor shall be mailed or delivered to the address shown on the signature page.

**11. Definitions**

**11.1** Balance of the Contract Sum: The total amount payable by the Agency to the Contractor under the Contract after all proper adjustments have been made, including allowance to the Contractor of any amounts to be received by the Agency in settlement of insurance or other Claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Contract.

**11.2** Contractor Default: Failure of the Contractor, which has neither been remedied nor waived, to perform the Contract or otherwise to comply with the terms of the Contract.

**SE-357**  
**Labor and Material Payment Bond**

**KNOW ALL MEN BY THESE PRESENTS**, that *(Insert full name or legal title and address of Contractor)*

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

hereinafter referred to as "Contractor", and *(Insert full name and address of principal place of business of Surety)*

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

hereinafter called the "surety", are jointly and severally held and firmly bound unto *(Insert full name and address of Agency)*

Name: University of South Carolina  
Address: 743 Greene Street  
Columbia, SC 29208

hereinafter referred to as "Agency", or its successors or assigns, the sum of \_\_\_\_\_ (\$ \_\_\_\_\_), being the sum of the Bond to which payment to be well and truly made, the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

**WHEREAS**, Contractor has by written agreement dated \_\_\_\_\_ entered into a contract with Agency to construct

Project Name: Wardlaw AHU-3 Replacement  
Project Number: H27-1940  
Brief Description of Awarded Work, as found on the SE-330, Bid Form: Replacement of dual duct, four pipe roof mounted air handling unit (AHU-3) and associated electrical, fire alarm, and structural work.

in accordance with Drawings and Specifications prepared by *(Insert full name and address of A/E)*

Name: Swygert & Associates  
Address: 1315 State Street  
Cayce, SC 29033

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

**IN WITNESS WHEREOF**, Surety and Contractor, intending to be legally bound hereby, subject to the terms stated herein, do each cause this Labor and Material Payment Bond to be duly executed on its behalf by its authorized officer, agent or representative.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_, BOND NUMBER \_\_\_\_\_  
*(shall be no earlier than Date of Contract)*

CONTRACTOR

SURETY

By: \_\_\_\_\_  
(Seal)

By: \_\_\_\_\_  
(Seal)

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

Print Title: \_\_\_\_\_  
(Attach Power of Attorney)

Witness: \_\_\_\_\_

Witness: \_\_\_\_\_

*(Additional Signatures, if any, appear on attached page)*

**SE-357****Labor and Material Payment Bond****NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH THAT:**

1. The Contractor and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Agency to pay for all labor, materials and equipment required for use in the performance of the Contract, which is incorporated herein by reference.
2. With respect to the Agency, this obligation shall be null and void if the Contractor:
  - 2.1 Promptly makes payment, directly or indirectly, for all sums due Claimants; and
  - 2.2 Defends, indemnifies and holds harmless the Agency from all claims, demands, liens or suits by any person or entity who furnished labor, materials or equipment for use in the performance of the Contract.
3. With respect to Claimants, this obligation shall be null and void if the Contractor promptly makes payment, directly or indirectly, for all sums due.
4. With respect to Claimants, and subject to the provisions of Title 29, Chapter 5 and the provisions of §11-35-3030(2)(c) of the SC Code of Laws, as amended, the Surety's obligation under this Bond shall arise as follows:
  - 4.1 Every person who has furnished labor, material or rental equipment to the Contractor or its subcontractors for the work specified in the Contract, and who has not been paid in full therefore before the expiration of a period of ninety (90) days after the date on which the last of the labor was done or performed by him or material or rental equipment was furnished or supplied by him for which such claim is made, shall have the right to sue on the payment bond for the amount, or the balance thereof, unpaid at the time of institution of such suit and to prosecute such action for the sum or sums justly due him.
    - 4.2 A remote claimant shall have a right of action on the payment bond upon giving written notice by certified or registered mail to the Contractor within ninety (90) days from the date on which such person did or performed the last of the labor or furnished or supplied the last of the material or rental equipment upon which such claim is made.
    - 4.3 Every suit instituted upon a payment bond shall be brought in a court of competent jurisdiction for the county or circuit in which the construction contract was to be performed, but no such suit shall be commenced after the expiration of one year after the day on which the last of the labor was performed or material or rental equipment was supplied by the person bringing suit.
  5. When the Claimant has satisfied the conditions of paragraph 4, the Surety shall promptly and at the Surety's expense take the following actions:
    - 5.1 Send an answer to the Claimant, with a copy to the Agency, within sixty (60) days after receipt of the claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed.
    - 5.2 Pay or arrange for payment of any undisputed amounts.
    - 5.3 The Surety's failure to discharge its obligations under this paragraph 5 shall not be deemed to constitute a waiver of defenses the Surety or Contractor may have or acquire as to a claim. However, if the Surety fails to discharge its obligations under this paragraph 5, the Surety shall indemnify the Claimant for the reasonable attorney's fees the Claimant incurs to recover any sums found to be due and owing to the Claimant.
6. Amounts owed by the Agency to the Contractor under the

Contract shall be used for the performance of the Contract and to satisfy claims, if any, under any Performance Bond. By the Contractor furnishing and the Agency accepting this Bond, they agree that all funds earned by the contractor in the performance of the Contract are dedicated to satisfy obligations of the Contractor and the Surety under this Bond, subject to the Agency's prior right to use the funds for the completion of the Work.

7. The Surety shall not be liable to the Agency, Claimants or others for obligations of the Contractor that are unrelated to the Contract. The Agency shall not be liable for payment of any costs or expenses of any claimant under this bond, and shall have under this Bond no obligations to make payments to, give notices on behalf of, or otherwise have obligations to Claimants under this Bond.

8. The Surety hereby waives notice of any change, including changes of time, to the Contract or to related Subcontracts, purchase orders and other obligations.

9. Notice to the Surety, the Agency or the Contractor shall be mailed or delivered to the addresses shown on the signature page. Actual receipt of notice by Surety, the Agency or the contractor, however accomplished, shall be sufficient compliance as of the date received at the address shown on the signature page.

10. By the Contractor furnishing and the Agency accepting this Bond, they agree that this Bond has been furnished to comply with the statutory requirements of the South Carolina Code of Laws, as amended, and further, that any provision in this Bond conflicting with said statutory requirements shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory Bond and not as a common law bond.

11. Upon request of any person or entity appearing to be a potential beneficiary of this bond, the Contractor shall promptly furnish a copy of this Bond or shall permit a copy to be made.

12. Any dispute, suit, action or proceeding arising out of or relating to this Bond shall be governed by the laws of the State of South Carolina.

**13. DEFINITIONS**

**13.1 Claimant:** An individual or entity having a direct contract with the Contractor or with a Subcontractor of the Contractor to furnish labor, materials, or equipment for use in the performance of the Contract. The intent of this Bond shall be to include without limitation in the terms "labor, materials or equipment" that part of water, gas, power, light, heat, oil, gasoline, telephone service or rental equipment used in the Contract, architectural and engineering services required for performance of the Work of the Contractor and the Contractor's Subcontractors, and all other items for which a mechanic's lien might otherwise be asserted.

**13.2 Remote Claimant:** A person having a direct contractual relationship with a subcontractor of the Contractor or subcontractor, but no contractual relationship expressed or implied with the Contractor.

**13.3 Contract:** The agreement between the Agency and the Contractor identified on the signature page, including all Contract Documents and changes thereto.

Project Name: Wardlaw AHU-3 Replacement

Project Number: H27-1940

University of South Carolina

**CONTRACTOR'S ONE YEAR GUARANTEE**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

WE \_\_\_\_\_  
as General Contractor on the above-named project, do hereby guarantee that all work executed under the requirements of the Contract Documents shall be free from defects due to faulty materials and /or workmanship for a period of one (1) year from date of acceptance of the work by the Owner and/or Architect/Engineer; and hereby agree to remedy defects due to faulty materials and/or workmanship, and pay for any damage resulting wherefrom, at no cost to the Owner, provided; however, that the following are excluded from this guarantee;

Defects or failures resulting from abuse by Owner.

Damage caused by fire, tornado, hail, hurricane, acts of God, wars, riots, or civil commotion.

\_\_\_\_\_  
[Name of Contracting Firm]

\*By \_\_\_\_\_

Title \_\_\_\_\_

\*Must be executed by an office of the Contracting Firm.

SWORN TO before me this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_ (seal)

\_\_\_\_\_ State

My commission expires \_\_\_\_\_

## SECTION 230010 - GENERAL PROVISIONS - HVAC

### PART 1 - GENERAL

#### SCOPE:

Bids of work covered by each section of these specifications shall be based on the layout and equipment as shown and specified with only such approved substitutions as are allowed. Drawings show general arrangement of ductwork and piping. Because of small scale of drawings, it is not possible to indicate all offsets, fittings, and accessories, which may be required. Contractor shall carefully investigate structural and finish conditions affecting his work and shall arrange such work accordingly, furnishing such fittings, traps, valves, and accessories as may be required to meet such conditions. Where locations make it necessary or desirable from Contractor's standpoint to make changes in arrangements or details shown on drawings, he may present suggestions for such changes and obtain Engineer's approval prior to making such changes.

#### CODES:

All work under this division shall be in strict compliance with "International Codes" and all applicable Codes and Regulations of the City of Columbia, South Carolina.

#### MATERIAL AND SHOP DRAWINGS:

Use only new materials and the standard product of a single manufacturer for each article of its type unless specifically mentioned otherwise. Materials and workmanship in the case of assembled items shall conform to the latest applicable requirements of NFPA, ASME, NEC, ASTM, AWWA, NEMA, and ANSI.

Schedule submittals to expedite work. Unless otherwise indicated in this Section, submittals shall be submitted within 30 days of date of Notice to Proceed. Provide six (6) copies of submittals for review and approval. Provide folders or binders for each submittal. All submittals shall be bound in a single volume. Partial lists will not be considered and will be returned to the Contractor. Controls may be submitted separately and shall be submitted no later than 60 days of notice to proceed. Identify Project, Contractor, subcontractor, supplier, manufacturer, pertinent drawing sheet and detail numbers, and associated specification section numbers. A table of contents shall be included in the front of the submittal with tabs indicating each section. Identify variations from requirements of Contract Documents.

#### Contractor responsibilities:

Review submittals prior to transmittal. Verify compatibility with field conditions and dimensions, product selections and designations, quantities, and conformance of submittal with requirements of Contract Documents. Return non-conforming submittals to preparer for revision rather than submitting to Engineer. Coordinate submittals to avoid conflicts between various items of work. Failure of Contractor to review submittals prior to transmittal to Engineer shall be cause for rejection. Incomplete, improperly packaged, and submittals from sources other than Contractor will not be accepted. Submittals not stamped APPROVED and signed by the Contractor will be returned to the Contractor.

Where required by specifications or otherwise needed, prepare drawings illustrating portion of work for use in fabricating, interfacing with other work, and installing products. Prepare 1/4" per foot scale

drawings of all mechanical rooms when substituting items of equipment that are not the basis for design. All equipment submitted shall be of adequate size and physical arrangement to allow unobstructed access when installed, for routine maintenance, coil removal, shaft removal, motor removal and other similar operations. Contract Drawings shall not be reproduced and submitted as shop drawings. Drawings shall be 8-1/2 by 11 inches minimum and 24 by 36 inches maximum. Title each drawing with Project name and reference the sheet the drawing corresponds to.

Provide product data such as manufacturer's brochures, catalog pages, illustrations, diagrams, tables, performance charts, and other material which describe appearance, size, attributes, code and standard compliance, ratings, and other product characteristics. Provide all critical information such as reference standards, performance characteristics, capacities, power requirements, wiring and piping diagrams, controls, component parts, finishes, dimensions, and required clearances. Submit only data which are pertinent. Mark each copy of manufacturer's standard printed data to identify products, models, options, and other data pertinent to project.

Control diagrams: Show relative positions of each component as a system diagram. Provide points list, wiring diagram and schedule of all products and components used in system.

Engineer will review and return submittals with comments. Do not fabricate products or begin work which requires submittals until return of submittal with Engineer acceptance. Promptly report any inability to comply with provisions. Revise and resubmit submittals as required within 15 days of return from Engineer. Make re-submittals under procedures specified for initial submittals. Identify all changes made since previous submittal.

#### Engineer Review:

Engineer will review submittals for sole purpose of verifying general conformance with design concept and general compliance with Contract Documents. Approval of submittal by Engineer does not relieve Contractor of responsibility for correcting errors which may exist in submittal or from meeting requirements of Contract Documents. After review, Engineer will return submittals marked as follows to indicate action taken:

- No Exception: Part of work covered by submittal may proceed provided it complies with requirements of Contract Documents. Final acceptance will depend upon that compliance. The term "approved" shall only indicate that there is no exception taken to the submittal.
- No Exception As Corrected: Part of work covered by submittal may proceed provided it complies with notations and corrections on submittal and requirements of Contract documents. Final acceptance will depend upon that compliance.
- Revise And Resubmit: Do not proceed with part of work covered by submittal including purchasing, fabricating, and delivering. Revise or prepare new submittal in accordance with notations and resubmit.

#### Samples:

Submit samples to illustrate functional and aesthetic characteristics of products with all integral parts and attachment devices. Include full range of manufacturer's standard finishes, indicating colors, textures, and patterns for A/E selection. Submit the number of samples specified in individual specification sections. One sample will be retained by A/E.

Items Requiring Submittal are as Follows:

Test and Balance  
Insulation

All items listed in MANUFACTURERS: Section of 230010

**ASBESTOS:**

At any time the Contractor encounters asbestos, he shall immediately stop work in the immediate area and suspend any further work until asbestos is removed. Contractor shall, upon discovery of asbestos, notify owner, or owner's representative, who shall be responsible for the removal of the asbestos, all in accordance with NESHAP (National Emission Standard for Hazardous Air Pollutants). Any form of asbestos removal or demolition shall be by owner. Engineer is not an "Owner or Operator" as defined under NESHAP.

Contractor is responsible for, and shall be aware of all state and federal laws pertaining to asbestos as well as NESHAP requirements.

**LEAD FREE:**

All solder, flux and pipe used in water system must be lead free. Lead free is defined as less than 0.2 percent lead in solder and flux and less than 8.0 percent lead in pipes and fittings.

**AMERICANS WITH DISABILITIES ACT:**

All items or work under this division of the specifications shall comply with guidelines as set forth in the Americans With Disabilities Act.

**PERMITS AND FEES:**

Obtain permits, licenses, pay fees, etc. as required for performance of Contract. Arrange for necessary inspections required by governing authority and deliver certificates of approval to Architects or their representatives. File plans required by governing body.

**DEFINITIONS:**

In this division of the specifications and accompanying drawings, the following definitions apply:

Provide: To purchase, pay for, transport to the job site, unpack, install, and connect complete and ready for operation; to include all permits, inspections, equipment, material, labor, hardware, and operations required for completion and operation.

Install (Installed): To furnish and install complete and ready for operation.

Furnish: To purchase, pay for, and deliver to the job site for installation by others.

The Mechanical Contractor is cautioned that "furnish" requires coordination with others. Such coordination costs shall be included as part of Mechanical Contractor's bid.

#### CUTTING AND PATCHING:

Cutting of walls, floors, roofs, partitions, and ceiling, required for proper installation of the systems shall be performed under this contract.

Cutting shall be done in a neat, workmanlike manner. No joist, beams, girders, columns, or other structural members may be cut without written permission from the Engineer. When possible, holes shall be saw-cut or core drilled neat to minimize patching.

Re-routing of existing pipes, insulation, etc. as required for installation of new system is included in this work. All work shall be done in accordance with specifications for new work of the particular type involved.

#### VERIFICATION OF DIMENSIONS, ETC.:

The Contractor shall visit the premises and thoroughly familiarize himself with all details of the work, working conditions, verify all dimensions in the field, advise the Engineer of any discrepancy, and submit shop drawings of any changes he proposes to make in quadruplicate for approval before starting the work. Contractor shall install all equipment in a manner to avoid building interference.

#### COORDINATION WITH OTHER TRADES:

Coordinate all work of each section with work of other sections to avoid interference. Bidders are cautioned to check their equipment against space available as indicated on drawings, and shall make sure that proposed equipment can be accommodated. Before beginning work under each section, inspect installed work of other trades and verify that such work is complete to the point where the installation may properly begin.

Where equipment supplied by an approved manufacturer is substituted for the specified equipment, the Contractor will be responsible for coordinating any changes required in his work or other trades work, including but not limited to electrical requirements, structural steel requirements and space requirements. Any additional costs required to make changes to other trades work shall be borne by this contractor.

#### PROTECTION OF ADJACENT WORK:

Protect work and adjacent work at all times with suitable covering. All damage to work in place caused by Contractor shall be repaired and restored to original good and acceptable condition using same quality and kinds of materials as required to match and finish with adjacent work.

#### EXISTING EQUIPMENT AND MATERIALS:

All items of equipment removed under this section of the specifications shall become the property of this Contractor shall be promptly removed from this site.



**FIRESTOPPING:**

Provide firestopping for all mechanical penetrations through fire resistant walls and shaft enclosures, and floor, ceiling, and roof elements of fire resistant assemblies. Firestopping shall provide rating comparable to rating of structure it protects.

Firestopping materials currently classified with UL as "Through Penetration Firestop Systems".

Firestopping materials shall have been tested in accordance with UL 1479 "Fire Tests of Through Penetration Firestops".

**CLEAN-UP:**

At the completion of the contract work, all areas where work has been performed shall be left clean. All trash shall be removed from the site by the Contractor.

**APPROVALS AND SUBSTITUTIONS:**

Notwithstanding any reference in the specifications to any article, device, product, material, fixture, form, or type of construction by name, make or catalog number, such references shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition; and the Contractor, in such cases, may at his option use any article, device, product, material, fixture, or type of construction which, in the judgment of the Engineer, expressed in writing, is equal to that specified.

Requests for written approval to substitute materials or equipment considered by the Contractor as equal to those specified, shall be submitted for approval to the Engineer ten (10) days prior to bid date. Requests shall be accompanied by samples, descriptive literature and engineering information as necessary to fully identify and evaluate the product. No increase in the contract sum will be considered when requests are not approved.

The Contractor shall bear the burden and cost of coordinating with all trades any changes in work required by substitutions, including but not limited to electrical connections, additional components required, service clearance, etc.

**AS-BUILT DRAWINGS:**

The Contractor shall keep a record set of drawings on the job; and as construction progresses shall show the actual installed location of all items, material, and equipment on these job drawings. Indicate approved changes in red ink.

At the time of final completion, a corrected set of As-Built drawings shall be delivered to the Engineer. A final set of reproducible drawings with job information that reflects the actual installation shall be prepared by the Engineer and given to the Owner.

**WARRANTY:**

The Contractor for each section of the work under this division will furnish to the Owner a written warranty for the installation as installed, including controls and all other equipment covered under each

section of the specifications, to perform in a quiet, efficient, and satisfactory manner with no more than normal service.

Each warranty shall extend for a period of one year following substantial completion and acceptance of construction. They shall be endorsed by the Contractor. Refrigeration compressors shall have a five (5) year warranty.

#### MANUFACTURERS:

In order to define requirements for quality and function of manufactured products, and requirements such as size, gauges, grade selection, color selections and like specifications requirements, the specifications as written hereinafter are based upon products of those manufacturers who are named hereinafter under various specifications for materials.

In addition to products of manufacturers named hereinafter in the specifications, equivalent products of the following named manufacturers will be acceptable under the base bid:

#### Air Handling Units:

Carrier Air Conditioning Company, The Trane Company, McQuay International, York International Corporation

#### Air Filters:

Farr Filter Company, Flanders Filters, American Air Filter Company

#### Spiral and Oval Duct and Fittings:

Eastern Sheet Metal, Lindab, Semco, Inc., United Sheet Metal, Spiral Pipe of Texas, Hamlin Sheet Metal, EHG Duct, Dixie Sheet Metal, Silversheet Enterprises

#### Adhesives and Sealants:

Childers, Hardcast, TACC International, MEI Industries, McGill Airseal Corporation, Duro Dyne, Ductmate Industries, Design Polymerics

#### Seismic and Vibration Equipment:

Mason Industries, Vibration Mountings & Controls, Inc., Amber/Booth Company, Vibration Eliminator Co., Kinetics Noise Control

#### Automatic Flow Control Valves:

Flow Design Inc, Griswold Controls, US Industrial Sourcing

#### Temperature and Air Pressure Gages:

Dwyer Instruments, Weiss Instruments, H.O. Trerice Company, Ellison Draft Gauge Company, Inc., Weksler Instrument

Insulation:

Owens Corning, Johns Manville, CertainTeed Corporation, Knauf Insulation

Temperature Controls:

Johnson Controls

Valves:

Crane Company, Grinnell Company, O.I.C. Valve Co., Chase Brass & Copper Company, Rockwell Manufacturing Company, Consolidated Brass Company, Hammond, Nibco.

PART 2 - PRODUCTS

PAINTING:

Furnish touch up paint supplied by equipment manufacturer.

Coat ferrous metal surfaces that do not have factory painting or galvanizing with one coat of Sherwin Williams high heat aluminum paint.

NAME PLATES:

All equipment provided under this division shall be labeled with a Bakelite nameplate 1" x 3" minimum with 3/8" minimum height lettering as manufactured by Seton Name Plate Company. See filter nameplate requirement below.

VALVES:

All valves provided under each section shall be of a single manufacturer unless otherwise specified. Leave packing for all valves in good condition, replacing as necessary for completion of work. Packing is to be of an approved material suitable for required service. Valve manufacturer and pressure rating shall be cast on side of valve body. Each threaded valve shall have a union installed adjacent to it. All valves shall be of listed manufacturer as scheduled hereinafter in other sections of Division 15.

FILTERS:

Provide one new set of filters in each unit at final completion. Provide the Owner one replacement set of filters with a complete filter list indicating unit tag and size and quantity of filters needed. At each filter door provide a Bakelite nameplate 1" x 3" minimum with 1/8" minimum height lettering as manufactured by Seton Name Plate Company, that indicates the size and quantity of each filter required in that particular unit.

#### THERMOMETERS FOR PIPING:

Thermometers, except where otherwise specifically noted on drawing, shall be equal to Weiss Instruments model DVU35.

All thermometers shall be digital solar powered with a stem assembly suitable for mounting in a threaded pipe well. The thermometer shall have an adjustable angled body.

#### Thermometer Wells:

Thermometer wells shall be provided at all points indicated on the drawing. Thermometer wells shall be designed to hold an engraved stem thermometer. The wells shall be made of heavy brass and shall be approximately six inches long, shall project two inches into the pipe and shall have dust protecting caps and chains. Pipes smaller than 2-1/2 inches in size shall be enlarged at the points where the wells are installed. Wells shall be set vertical or at an angle so as to retain oil.

#### PRESSURE GAUGES:

Pressure gauges shall be installed as indicated on the drawing. Pressure gauges shall be equal to Weiss model LF401 liquid filled with stainless steel bayonet and case. Except as otherwise specified or shown, gauges shall have 4" dials.

Each gauge shall be equipped with a brass needle valve.

Each steam gauge shall be equipped with syphon.

Gauges shall be installed in such a manner so as to be accessible and easily read. Range of gauge for each particular point of application shall be selected so that pointer is approximately in midpoint of scale under normal operating conditions.

#### SEISMIC RESTRAINTS:

Seismic restraints shall be provided per International Building Code Chapter 16 for Category D Buildings, specification section 230548 and the drawings.

### PART 3 - EXECUTION

#### PIPE FITTINGS:

General: Provide complete systems of piping and fittings for all services as indicated. All pipe, valves, and fittings shall comply with American National Standards Institute, Inc. Code and/or local codes and ordinances. All fittings shall be domestically produced from domestic forgings. Cut pipe accurately to measurements established at building or site, and work into place without springing or forcing, properly clearing all windows, doors, and other openings or obstructions.

Excessive cutting or other weakening of building to facilitate piping installation will not be permitted. Piping shall line up flanges and fittings freely and shall have adequate unions and flanges so that all equipment can be disassembled for repairs. Test all piping prior to insulation or concealing.

All welded pipe and fittings shall be delivered to job with machine beveled ends. Where necessary, beveling may be done in field by gas torch. In which case, surfaces shall be thoroughly cleaned of scale and oxidation after beveling.

#### WELDING:

All welding shall be done by certified welders. Welded pipe shall have flanges at valves and elsewhere as required to permit disassembly for maintenance. Tests and reports shall be as follows:

Qualification test of each welder prior to beginning of construction.

One sample of weld of each welder's work selected at random by Engineer during construction period.

Procedure for making tests of welds shall be as outlined in Section 9 of ASME Boiler Construction Code. These tests shall be made by an approved testing laboratory, and a report furnished to Engineer. Report on qualification tests shall be made for gas welding and electric arc welding on steel in horizontal fixed position. A testing laboratory representative shall witness making of welds made for qualification tests. All costs of testing of welds shall be paid by Contractor.

#### PIPE:

All piping material shall be as specified in other sections of this division.

Fittings and Connections: All turns and connections shall be made with long radius fittings as scheduled hereinafter. No miter connections will be permitted in welded work.

Pipe joints shall be made in accordance with the following applicable specifications:

Make up flanged joints with ring-type gaskets, 1/16 inch thick.

Weld-O-Lets, or similar approved fittings, may be used if branch pipe is less than one-half the size of the main. In all other cases, welding fittings shall be used. All welded piping shall be as specified hereinbefore.

Make all solder joints with non-corrosive type flux 95 Percent tin and 5 percent antimony alloy solder.

Threaded Pipe: Threaded joints shall have American Nation taper screw threads with graphite and oil compound applied to male thread.

Plastic Pipe: Joints for polyethylene and polypropylene pipe and fittings shall be made by heat fusion. Approved mechanical compression type joints may be provided in lieu of joints made by heat fusion for polypropylene pipe. Installation and testing of mechanical compression joints shall be in accordance with the manufacturer's recommendations. Joints for acrylonitrile-butadiene-styrene and polyvinyl chloride pipe and fittings shall be made using solvent cement. Threaded joints shall be used only where required for disconnection and inspection.

**SLEEVES:**

Provide all sleeves in floors, beams, wall, roof, etc. as required for installing work of this division unless otherwise specified hereinafter. Size sleeves for insulated pipe to accommodate both pipe and insulation. Construct vertical sleeves in connection with concealed piping of 22 gauge galvanized iron. Sleeves thru fire-rated assemblies shall be firestopped as specified herein and insulation shall not pass thru sleeve unless material complies with firestopping specified.

**PIPE HANGERS, SUPPORTS AND INSERTS:**

Pipe hangers, supports and inserts shall comply with Table 305.4 of the 2006 International Mechanical Code and be provided as follows:

All piping shall be supported by forged steel hangers or brackets suitably fastened to structural portion. Wall brackets shall be Fee & Mason Fig. No. 151. Provide lock nuts on all adjustable hanger assemblies.

**PIPE SIZE - INCHES**

	1/2 – 2	2-1/2 – 4	6 – Up	Wall Plate Hanger
Grinnel	104	260	171	139
Fee & Mason	199	239	170	302
Elcen	92	12	15	---

Hanger or Support Spacing (unless specified different hereinafter):

Hanger or support maximum spacing shall be as follows:

**Copper Pipe:**

Nominal Pipe Size – Inches	Maximum Span - Feet
1-1/4" and under	6'
1-1/2" and above	10'

**Steel Pipe:**

12'- 0" intervals

Size hangers on insulated piping to permit insulation and saddles to pass full size through hanger.

**Trapeze Hangers:**

May be used for groups of pipes close together and parallel. Trapeze hangers may be constructed from structural channel or angle irons or from pre-formed channel shapes. All pipe lines must be held on specific centers by U bolts, clips or clamps.

#### Special and Additional Supports:

Special supports will be required where hangers cannot be used. Horizontal pipes shall be secured to prevent vibration or excessive sway. Where pipes must be laid on fill, they shall be supported at each joint by brick or concrete supports carried down into solid, natural earth. Where required, provide additional hangers to secure required level, slope or drainage, and also to prevent sagging. Provide a hanger within one foot of each elbow. Provide all miscellaneous steel required for pipe supports, anchors, etc.

#### INSULATION SHIELDS:

Provide all insulated piping with 10-inch long (16 gauge) protective galvanized sheet metal shields extending 120 degrees around bottom of insulated pipe.

#### SWING CONNECTIONS:

Swing connections shall be provided at all points of expansion. Install all connections to equipment, etc. in a manner to allow for normal pipe movement due to thermal expansion without causing undue stresses to be exerted on said equipment.

#### REDUCING FITTINGS:

Where pipe lines reduce in size, provide reducing fittings wherever possible. Provide eccentric fittings or reducers where horizontal runs of supply lines reduce in size, and install so that there will be no air trapped in hot or cold water systems. In screwed work, no bushings shall be used unless there is a difference of two standard pipe sizes between inner and outer threads.

#### DIELECTRIC CONNECTIONS:

Wherever any connection is made between dissimilar metals, provide dielectric pipe couplings or unions.

#### ELECTRIC WORK:

All motors, and motor starters shall be furnished for items installed under this division of the specifications. All starters shall be magnetic type. All electrically operated equipment shall have readily accessible nameplates summarizing electrical information (i.e., voltage, phase, horsepower, watts, or amperes). Starters shall be as manufactured by General Electric Company, Westinghouse Electric Company, Cutler-Hammer Inc., or Square D Company. A.C. magnetic starters shall be across-the-line type. Starters shall provide overload protection in each phase and shall otherwise conform to all applicable requirements of these specifications. All magnetic starters shall be combination type, Motor Circuit Protector (MCP) type having interrupting rating equal to or greater than the available short circuit current, with "HAND-OFF-AUTO" selector switch, auxiliary contact, and pilot light in cover. Provide laminated plastic nameplates with white center core for each starter.

For motors controlled by variable frequency drives, provide shaft grounding on the motor equal to Aegis bearing protection ring.

All control conduit and wires and control devices shall be furnished and installed under this division. All contactors shall be of the mechanically held type. All control wiring within starters shall be installed in a workmanlike manner and neatly laced. All control wiring shall be color coded.

All work shall conform with the applicable requirements of the National Electrical Codes. All electrical power characteristics shall be as indicated. All devices, which make and/or break electrical circuits, shall be rated for at least 125 percent of the load.

Relays, contactors, and control devices shall open all ungrounded conductors. All fuses shall be current limiting time delay type equal to Bussman "LPN", 250 volt or "LPS", 600 volt.

Control voltage shall not exceed 120 volts. Control power shall be taken from line terminals of controllers. Where necessary, control transformers shall be provided and shall conform to NEMA Standards, properly sized, and shall be properly fused. Where control voltage is 120 volts, control conductors shall be color-coded.

Electrical power service and connections to all equipment in this division will be made under electrical division of the work.

Manual motor starters with overload protection shall be flush mounted type with pilot light. Square D Catalog No. 2510-FS-1P or General Electric, or Westinghouse equivalent.

Duct smoke detectors shall be provided under electrical division and installed under this division. This division shall provide interlock wiring required for fan shutdown and smoke damper control. Power wiring and fire alarm communication wiring shall be provided under the electrical division.

#### ITEMS OF MECHANICAL EQUIPMENT:

All items of mechanical equipment electrically operated shall be in complete accordance with paragraph in this division entitled "Electrical Work". Mechanical equipment, other than individually mounted motors, shall be factory pre-wired to a single-set of line terminals and to a single load terminal strip to match load terminals on equipment. Each step shall have properly sized contactor and overcurrent protection.

Mechanical equipment electrical components shall all be bonded together and connected to electrical system ground.

#### CLEANING:

All surfaces on metal, pipe, insulation covered surfaces, and other equipment furnished and installed under this division of the specifications shall be thoroughly cleaned of grease, scale, dirt and other foreign material.

Upon complete installation of ducts, clean entire system of rubbish, plaster, dirt, etc., before installing any outlets. After installation of outlets and connections to fans are made, blow out entire system with all control devices wide open.

#### AIR BALANCING:

Low Velocity Duct System: Operate various fan and blower systems; do all adjusting and balancing required to obtain delivery of air quantities shown on plans at each louver, grille, register, etc. with a recently calibrated "velometer". Air handling equipment to perform with least possible noise and



vibration consistent to its respective duty. After making all adjustments, make a final test and verify air volume in the presence of the engineer, and turn over four certified copies thereof, along with air balancing work sheet. Balancing variation must not deviate more than five percent from design.

#### SYSTEM BALANCING:

The HVAC Contractor is responsible for the entire Test & Balance process. The contractor shall employ an independent balancing firm specializing in total system air balancing as approved by the engineer and certified by the AABC or NEBB. The balancing firm shall be employed prior to installation of any ductwork. Provide all labor, engineering and test equipment required to test, adjust, and balance all air conditioning and hydronic systems.

The Contractor is responsible to have a functioning system prior to Testing and Balancing, to provide a joint and cooperative effort to coordinate the test and balance, and to solve any problems in balancing and controls in order to establish proper system performance before leaving the job. The Contractor is responsible for providing the Test and Balance Agency (TAB) with a complete set of project drawings, specifications, and submittals, and for providing and installing new sheave or sheaves, new belts, as required, if a change in fan speed is necessary which cannot be made by adjusting the sheave originally installed. When requested by the Engineer, the TAB Agency will review plans and specifications of the systems prior to installation and submit a report of any deficiencies, which could preclude proper adjusting, balancing and testing of the system. The TAB agency shall submit copies of deficiency reports along with a preliminary report to the Engineer for review prior to final submittal.

Instruments used will be those that meet the instrument requirements for Agency Qualifications of the AABC as published in the NEBB "Procedural Standards for Testing Adjusting and Balancing of Environmental Systems" or the AABC "National Standards for Total System Balance".

Fan air volume shall be adjusted to within 5% of design, and diffuser air volumes to within 10% of design.

Water volumes shall be adjusted to within 10% of design whenever balancing cocks or flow meters are installed. Where automatic flow control valves are shown, pressure drop readings shall be taken across the coils to verify flow. After system balancing, the Mechanical Contractor shall trim pump impellor or adjust pump speed to maintain flow at design conditions. The pump flow shall not be restricted by valves to reduce flow volume.

Ductwork rated 4" w.g. and higher, all laboratory exhaust ducts, and ductwork indicated on the drawings shall be tested for leaks. All branch runouts and takeoffs shall be installed and capped before duct leakage testing is performed. Testing is not required for ductwork rated 0 to 3" w.g. Testing shall be done following the guidelines in SMACNA-HVAC Duct Leakage Test Manual. Duct test pressure shall be 1/2 times scheduled external static pressure. Allowable leakage shall be 2% of total scheduled airflow.

Record vibration information for all rotating equipment with motors 5 HP or larger. Measure and record vibration at all bearings in horizontal, vertical, and if possible, axial directions.

#### Reporting (Submit five copies of final Test Report)

- Complete nameplate data and equipment schedule number for all rotating equipment.
- Design and actual operating data for all rotating equipment including inlet and outlet data, flow rates, amps, voltage and rpm.

- Design and actual duct and diffuser volumes. Prepare a diagram showing flow measurement points.
- Design and actual water flow rates. Prepare a diagram showing flow measurement points.
- Record coil air pressure drop, filter pressure drop, external static pressure, and fan static pressure.
- Record flow rates, temperatures and pressures across each water coil, condenser and other heat exchangers.
- Duct leakage test results.
- Vibration data for all rotating equipment with motors larger than 5 HP.

#### TESTING (PIPING):

Upon completion of each system of work under this division, and at a designated time, all piping shall be pressure tested for leaks in the presence of the owner. Owner shall be notified five days before testing is to be conducted and all tests shall be conducted in the presence of the owner. All equipment required for test shall be furnished by contractor at his expense. All tests shall be performed as specified hereinafter. If inspection or tests show defects, such defective work or material shall be replaced and inspection and tests repeated at no additional cost to owner. Make tight any leaks. Repeat tests until system is proven tight. Caulking of leaks will not be permitted. All equipment not capable of withstanding the test pressure shall be valved off during the test.

Chilled Water and Hot Water Systems: Subject system to 1-1/2 times the working pressure, but not less than 100 psig hydrostatic test pressure. All water piping shall be balanced to produce water quantities as indicated with all automatic control valves wide open.

#### IDENTIFICATION OF EQUIPMENT IN MECHANICAL AREAS:

All items of mechanical equipment shall be identified with a black bakelite label with engraved white lettering 1/2" tall. Labels shall be mechanically attached to the equipment with rivets or stainless steel screws. Thermostats and control devices shall be identified with a black bakelite label with engraved white lettering 1/4" tall. Lettering shall correspond with the tags shown in the drawings.

#### ADJUSTMENT AND TRIAL RUNS:

Upon completion of all work, the contractor shall operate the system in the presence of the owner for the purpose of demonstrating quiet and satisfactory operation, the proper setting of controls, safety and relief valves, and cleanliness of system. Heating and cooling shall be tested separately during periods approaching design conditions and shall fully demonstrate fulfillment of capacity requirements. Test procedures shall be in accordance with applicable portions of ASME, ASHRAE, and other generally recognized test codes as far as field conditions will permit. Any changes or adjustment required shall be made by the contractor without additional expense to owner.

Document and submit all operating conditions (startup report) of equipment during trial runs and after test and balance is complete. Include in the report:

- Ambient air temperature
- Design operating temperatures and flow rates
- Entering and leaving air temperatures across each coil or heating device
- Entering and leaving water temperatures at each coil
- Amp draw of all motors and nameplate amps

- Voltage at each piece of equipment

OPERATION AND MAINTENANCE INSTRUCTIONS, AND MAINTENANCE MANUAL:

Upon completion of work, and at a time designated by the engineer, a competent employee of the contractor shall be provided to instruct a representative of the owner in the operation and maintenance of the system.

Minimum instruction period shall be:

- Air Conditioning System - 1/2 day

Maintenance Manuals: The contractor shall compile and bind five (5) sets of all manufacturer's instructions and descriptive literature on all items of equipment furnished under this work. These instructions shall be delivered through the general contractor to the engineer for approval prior to final inspection.

Instructions shall include:

- Warranty letter signed by the Mechanical Contractor.
- Index for each section with each section properly identified.
- Complete equipment list with model and serial numbers.
- Complete equipment list with filter sizes and quantities.
- Copy of one complete, approved submittal for each equipment section.
- Description of each system, including manufacturer's literature for all items.
- Start-up and shut-down description for each system.
- Suggested operating and maintenance instructions with frequency of maintenance indicated.
- Parts list for all items of equipment.
- Name, address, and telephone number of nearest sales and service organization for all items of equipment.
- Startup reports.
- Test and Balance Reports

Manuals shall be 8-1/2 x 11 inch text pages bound in three ring expansion binders with a hard durable cover with clear plastic pocket on front for title page. Prepare binder covers with printed subject title of manual, title of project, date, and volume number when multiple binders are required. Printing shall be on face and spine. Provide a table of contents for each volume. Internally subdivide the binder contents with divider sheets with typed tab titles under reinforced plastic tabs. Provide directory listing as appropriate with names addresses, and telephone numbers of design consultant, Contractor, subcontractors, equipment suppliers, and nearest service representatives.

End of Section 230010

## SECTION 230500 – HEATING, VENTILATION AND AIR CONDITIONING

### PART 1 - GENERAL

General Requirements: This Section of the Specifications and related drawings describe requirements pertaining to Air Conditioning, Heating and Ventilation work, including applicable HVAC Insulation in separate Section 230700 and Vibration Isolation and Seismic Restraint in separate Section 230548. All work shall comply with Section 230010 - General Provisions - HVAC.

Construct rectangular ductwork to meet all functional criteria defined in Section VII, of the SMACNA "HVAC Duct Construction Standards Metal and Flexible" 2005 Edition. All ductwork must comply with all local, state and federal code requirements.

### PART 2 - PRODUCTS

#### SUBMITTALS:

Ductwork shop drawings must be submitted for approval by Engineer. Any ductwork installed without prior approval by the Engineer shall be replaced at the expense of the contractor.

#### QUALITY ASSURANCE:

The contractor must comply with this specification in its entirety. At the discretion of the Engineer, sheet metal gauges, and reinforcing may be checked at various times to verify all duct construction is in compliance.

#### DUCTS, PLENUM, ETC.:

As indicated on drawings, provide a system of metal ducts for supply, return and exhaust air.

All sheet metal, ducts, casing, plenums, etc., of sizes indicated, shall be constructed from prime galvanized sheet steel.

#### INSTRUMENT TEST HOLES:

Install for air handling units instrument test holes in supply, return and outside air duct. Instrument test connections shall be Ventlock Model 699-2, or equal, and shall be located in accessible locations.

#### METAL DUCTWALL:

Ductwork shall be constructed of G-90 or better galvanized steel LFQ, chem treat. Galvanized metal ducts shall be a minimum thickness of 24 gage.

Support, access doors not part of ducts, bar or angle reinforcing damper rods and items made of uncoated mild steel shall be painted with two coats of primer or provide galvanized equivalent.

#### Medium Pressure Supply Duct:

Ductwork from the supply air fan to the terminal velocity reduction device (VAV box) shall be fabricated to meet minimum 4" w.g. pressure class in accordance with SMACNA Duct Construction Standard.

#### Low Pressure Return Duct:

Ductwork on low pressure return systems shall be fabricated to meet minimum 2" w.g. pressure class in accordance with SMACNA Duct Construction Standard.

#### LONGITUDINAL SEAMS:

Pittsburgh lock shall be used on all longitudinal seams. All longitudinal seams will be sealed with mastic sealant. Snaplock is not acceptable.

#### DUCT JOINTS:

Ductmate or W.D.C.I. proprietary duct connection systems will be accepted as an alternative to SMACNA duct construction standards. Duct constructed using these systems will refer to the manufacturers guidelines for sheet gauge, intermediate reinforcement size and spacing, and joint reinforcements.

Ductmate 440 or a Butyl Rubber Gasket which meets Mil-C 18969B, Type II Class B, TT-C-1796A, Type II Class B, and TTS-S-001657 must also pass UL-723. This material, in addition to the above, shall not contain vegetable oils, fish oils, or any other type vehicle that will support fungal and/or bacterial growth associated with dark, damp areas of ductwork. The recommended test procedure for bacterial and fungal growth is found in 21CFR 177, 1210 closures with sealing gaskets for food containers.

#### ROUND DUCTS:

Construction: In accordance with HVAC Duct Construction Standards, Section III.

Round ductwork shall be Eastern Sheet Metal Dual Wall Spiral Duct or approved equal spiral seam construction only. Gages shall be in accordance with SMACNA Duct Construction Standard and fittings in accordance with SMACNA Duct Construction Standard, except as noted. Duct shall be double wall construction with factory installed fiberglass insulation (see Section 230700 insulation schedule) and perforated metal inner liner.

#### ROUND DUCT JOINTS:

Joints 0"-20" diameter, interior slip coupling beaded at center, fastened to duct with sealing compound applied continuously around joint before assembling and after fastening.

Joints 21"-72" diameter, use 3 piece, gasketed, flanged joints consisting of 2 internal flanges (with integral mastic sealant) split to accommodate minor differences in duct diameter, and one external closure band designed to compress gasketing between internal flanges. Example: Ductmate Spiralmate or equal.

**SEALERS:**

Duct sealer shall be flexible, water-based, adhesive sealant designed for use in all pressure duct systems. After curing, it shall be resistant to ultraviolet light and shall seal out water, air, and moisture. Sealer shall be UL listed and conform to NFPA 90A & 90B. Sealer shall be Childers CP-145A, or equal.

**DUCTWORK HANGER/SUPPORT:**

Hang and support ductwork as defined by SMACNA, Chapter 5 2005 Manual, First Edition, or as defined within. Hanger spacing not to exceed 8'

**PIPE AND FITTINGS:**

Schedule of pipe and fittings: Piping and fittings shall conform to requirements as indicated herein.

All pipe shall be domestically produced from domestic forgings.

**SCHEDULE OF PIPING**

SERVICE	ITEM	PIPING	FITTINGS	FLANGES OR UNIONS
Hot & Chilled Water	2" and smaller	Type L, Hard drawn copper copper	Solder type wrought to copper	Wrought solder copper
	2-1/2" and larger	Black steel Sch. 40 ASTM A-53	Buttweld black steel Sch. 40	150 lb. forged forged steel slip-on
Unitary Condensate Drain	2" and smaller	Type L, Hard drawn copper	Solder type wrought copper	Wrought solder copper to copper

**VALVES LIST:** All valves of similar type shall be of a single manufacture unless otherwise specified, and be of manufacturers highest grade.

All valves shall have malleable iron handwheels, valves 2-1/2 and larger cast iron handwheels, self locking stem nuts, and Teflon impregnated stem packing. Valves shall be asbestos free.

Sizes up to and including 2" bronze body, screw ends, union bonnet, 200 pound saturated steam, meeting MSS-SP80; (Use for all steam service and boiler feed above 50 PSI steam to 200 WSP).

MANUFACTURER	GATE (RISING STEM)	GLOBE	CHECK
Hammond	IB-652	IB-434	IB-944
Milwaukee	1182	592A	508
Nibco	T-174A	T-256-AP	T-453-B
Stockham	B-144	B-132	B-345

Sizes 2-1/2 and larger, flanged end, cast iron body, bronze mounted, 250 pound saturated steam, meeting MSS-SP 70, SP-85 or SP-71 as applicable: (Use for all steam service and boiler feed service operating above 50 PSI to 200 WSP.)

MANUFACTURER	GATE (OS & Y)	GLOBE	CHECK
Hammond	IR-330	IR-313	IR-322
Milwaukee	F-2894	F-2983	F-2970
Nibco	F-667-0	F-768-B	F-968-B
Stockham	F-667	F-532	F-947

Sizes up to and including 2" bronze body, screwed ends, screwed bonnet, 125 pound saturated steam, meeting MSS-SP80; (Use for chilled water, low pressure steam service and boiler feed below 50 PSI steam to 200 WOG).

MANUFACTURER	GATE (RISING STEM)	GLOBE	CHECK
Hammond	IB-640	IB-440	IB-904
Milwaukee	148	502	509
Nibco	T-111	T-211-B	T-413-B
Stockham	B-100	B-16	B-319

Sizes 2-1/2 and larger, flanged end, cast iron body, bronze mounted, 125 pound saturated steam, meeting MSS-SP 70, SP-85 or SP-71 as applicable: (Use for chilled water, low pressure steam service and boiler feed service operating below 50 PSI steam to 200 WOG.)

MANUFACTURER	GATE (OS & Y)	GLOBE	CHECK
Hammond	IR-1140	IR-116	IR-1124
Milwaukee	F-2885	F-2981	F-2974
Nibco	F-617-0	F-718-B	F-918-B
Stockham	G-623	G-512	G-931

Sizes up to and including 2" bronze body, sweat ends; screwed bonnet, 125 pound saturated steam, meeting MSS-SP80; (Use for chilled water to 200 WOG).

MANUFACTURER	GATE (RISING STEM)	GLOBE	CHECK
Hammond	IB-635	IB-418	IB-912
Milwaukee	149	1502	1509
Nibco	S-111	S-211-B	S-413-B
Stockham	B-109	B-17	B-309

**AUTOMATIC FLOW CONTROL VALVES:**

Flow control valves shall be by Griswold Controls Isolator Y or equal, forged brass body with a stainless steel flow control cartridge assembly. The body design allows inspection or removal of cartridge without

disturbing piping connections. Body has an integral handle ball valve, and a union end with interchangeable end pieces for the outlet of the valve body, and an integral 20 mesh stainless steel strainer element. The Isolator Y is provided with two pressure/temperature test valves with a hose bib adapter and cap.

#### COMBINATION STOP-BALANCING VALVES:

Ball Valves:

Sizes up to and including 2":

NIBCO 585 ball valves, bronze body, threaded or soldered ends, 150 pound saturated steam and memory stop with "Nib-Seal" insulated handle.

Butterfly Valves:

Demco Inc. - Series NE lug type with corrosion resistant stainless steel stems, bronze discs, phenolic backup ring, and shall be suitable for temperature ranges - 100 to 275o F for 2-1/2" and larger. EPT seats shall be field replaceable.

Handles for valves 2-1/2" thru 6" shall be infinite throttling with memory stop. Valves 8" and larger shall be gear operated with hand crank and memory stop.

#### STRAINERS:

Strainers shall be Sarco Company, Y-pattern sediment separators, iron body, monel mesh screen. Sizes 2-1/2 inches and larger to be flanged pattern, Type CI-125; sizes 2 inches and smaller to be screwed pattern Type IT. Where basket type strainers are called for on drawings, they shall be Type Flanged - 125 cast iron large capacity.

#### CUSTOM AIR HANDLING UNIT:

#### WORK INCLUDED

Outdoor custom air handling units and components as shown, scheduled, and indicated on the Drawings.

#### REFERENCES

- A. AMCA 99 – Standard Handbook
- B. AMCA 210 – Laboratory Methods of Testing Fans for Rating Purposes
- C. AMCA 300 – Test Code for Sound Rating Air Moving Devices
- D. AMCA 301 – Method of Publishing Sound Ratings for Air Moving Devices
- E. AMCA 500 – Test Methods for Louvers, Dampers, and Shutters
- F. ANSI/AFBMA 9 – Load Ratings and Fatigue Life for Ball Bearings
- G. ANSI/UL 900 – Test Performance of Air Filter Units
- H. ARI 410 – Forced-Circulation Air Cooling and Air Heating Coils
- I. NFPA 90A – Installation of Air Conditioning and Ventilation Systems
- J. SMACNA – Low Pressure Duct Construction Standards
- K. AMCA 611-95 – Methods of Testing Airflow Measurement Stations for Rating



- L. ASHRAE 52.1/52.2 – Method of Testing General Ventilation Air Cleaning Devices for Removal Efficiency by Particle Size
- M. ASHRAE 62.1 – Ventilation for Acceptable Indoor Air Quality
- N. ASHRAE 90.1 – Energy Standard for Buildings Except Low-Rise Residential Buildings
- O. ARI 260 – Sound Rating of Ducted Air Moving and Conditioning Equipment

#### QUALITY ASSURANCE

The design shown on the drawing is based upon products of the manufacturer scheduled. Other specified equipment manufacturers shall be acceptable if equipment meets the scheduled performance and dimensional requirements, and complies with these specifications. The intent of this specification requirement is to assure that the products are manufactured through a quality system and framework that will assure consistent quality in products delivered.

#### RATINGS AND CERTIFICATIONS

Fans: Conform to AMCA 210 for performance ratings.

Air Coils: Conform to ARI 410 for capacities, pressure drops, and selection procedures.

Filter Media: ANSI/UL 900 listed Class I or Class II filter media.

Air Handling Unit manufacturing: Utilize only ISO9001, 9000, or 9002 certified facilities in the manufacturing of the air handling unit.

Electric control wiring: Provide in accordance with NEC codes & ETL requirements.

Motors: Satisfy the Federally-mandated Energy Policy Act (EPACT).

Air Handling Unit energy use: Unit shall conform to the ASHRAE 90.1 Standard Section 6 (HVAC Systems) and carry an ASHRAE 90.1 Compliant label.

Welding or brazing: Perform using Welding or brazing procedure specifications. Welders, brazers and welding operators qualified in accordance with the current editions of AWS D1.1, D9.1, D1.2 or ASME Code Section IX and the Code of Fabrication as applicable.

#### SUBMITTALS

Shop drawings shall indicate assembly, unit dimensions, weight loading, required clearances, construction details, and field connection details.

Product data shall indicate dimensions, weights, capacities, ratings, fan performance, coil performance, motor electrical characteristics, gages, and finishes of materials.

Provide fan curves with specified operating point clearly plotted.

All performance ratings shall be corrected for altitude of operation.

Submit product data of filter media, filter performance data, filter assembly, and filter frames.

Submit electrical requirements for power supply wiring including wiring diagrams for interlock and control wiring, clearly indicating factory-installed and field-installed wiring.

#### DELIVERY, STORAGE AND HANDLING

All handling and storage procedures shall be per manufacturer's recommendations.

Manufacturers shall comply with ASHRAE 62.1, requiring that building materials be protected from rain and other sources of moisture by appropriate in-transit and on-site procedures.

All openings shall be sealed to protect against damage during shipping, storage and handling.

Safety warning labels shall be securely affixed and clearly visible.

Filters shall ship loose from factory with unit.

All loose-shipped items shall be packed, protected and secured with the air units.

Pipe chases shall ship loose be provided as indicated on the drawings.

Rain hoods shall ship attached to the unit..

Motors shall be protected and inspected in accordance with the manufacturer's specific instructions regarding periods of long storage. Periodic rotation of the shaft is required during long storage periods. Provisions shall be made to ensure no water is allowed to collect and remain in the motor terminal box or any electrical junction box.

#### WARRANTY

The manufacturer's standard parts and labor warranty shall be for a period of eighteen months from the date of shipment.

#### OPERATION AND MAINTENANCE DATA

Include instructions for lubrication, filter replacement, motor and drive replacement, spare parts lists, and wiring diagrams.

#### ENVIRONMENTAL REQUIREMENTS

Do not operate units for any purpose, temporary or permanent, until ductwork is clean, filters are in place, bearings lubricated, and fan has been test run under observation.

Manufacturers "start-up" requirements must be complied with to ensure safe and correct operation.

#### GENERAL DESCRIPTION

Air Handling Unit (AHU) shall consist of a structural base, insulated casing, access doors, fans, motors, motor controls, coils, filters, dampers, controls, components, and accessories; as shown on drawings, schedules, and specifications.

Provide AHU to meet the specified levels of performance for scheduled items including airflow, static pressure, cooling capacity, heating capacity, electrical characteristics, sound, casing leakage, panel deflection and casing thermal performance.

Provide internal components and accessories as specified and scheduled. Components and accessories shall be installed by the AHU manufacturer in an ISO-900X certified facility.

Factory test and balance fan design and drives to limit vibration (displacement in mils) at operating speeds.

#### UNIT PERFORMANCE

The air-handling unit shall be specifically designed for use in an outdoor application.

Unit is comprised of casing, base, access panels and access doors. When testing is required, the unit shall be tested in a fully assembled state with unit sections mated and attached per Installation and Operation Manual instructions. Unit shall be tested in a state of completion equal to that of operational equipment. Minimal additional material (duct tape, caulking, gasketing, etc...) shall be present, varying from the equipment received and operational at the jobsite, during the testing of unit.

The construction of the air handling equipment shall provide a maximum deflection no greater than L/240 when subjected to 125% of the designed system static pressure, not to exceed +/- 10"w.g. Deflection shall be measured at the midpoint of the cabinet height and midpoint of the width in the largest unsupported casing section.

The air-handling unit leakage shall not exceed 0.5% of rated CFM at 125% of the designed system static pressure, maximum +/-10"w.g.

Base frame members (perimeter and internal supports) shall be permanently bonded, providing a Uni-Body Base to assure unit integrity. Mechanically fastened base frame members are unacceptable.

Casing shall include removable panels where indicated on drawings for servicing of equipment without compromising the equipment integrity.

Air handling equipment casing shall have encapsulated insulation to assure that the quality of the conditioned air is not compromised. Voids in equipment casing and insulation not meeting the stated thermal conductivity R of 18.8 hr-ft<sup>2</sup>-°F/BTU are unacceptable. Any portion of the unit that is not insulated (gaps) or has a thermal conductivity less than 18.8 hr-ft<sup>2</sup>-°F/BTU, requires modification by the contractor to meet the thermal conductivity value previously stated.

1. Insulation application shall comply with the requirements of NFPA 90A.
2. Equipment to be labeled in accordance with UL 1995, Standard for Safety Heating and Cooling Equipment.
3. Entire cabinet (walls, roof, base, corners, doors, etc.) shall have a minimum thermal conductivity R of 18.8 hr-ft<sup>2</sup>-°F/BTU.
4. Unit Walls, Roof, and supporting frame work shall have a thermal break consisting of an epoxy bridge or equal. Thermal Break shall have an R-Value not less than 2.6 hr-ft<sup>2</sup>-°F /BTU.
5. Floor shall have insulation designed to provide at most L/240 deflection based on 300 lb. concentrated load at mid-span.

Floor and walls shall be thermally isolated from welded base frame members (perimeter and internal supports). Construction without thermally isolated floor and walls shall not be acceptable.

1. Floor shall have upturned lip with fully welded seams, and be capable of holding 2" of water. Penetrations through the floor shall not exist. Construction allowing screws or bolts to penetrate floor shall not be allowed. All floor openings shall have a fully welded 2" upturned lip.
2. Each section shall be equipped with drain connection to facilitate washdown and maintenance. Drain connection shall be extended through the base and have a removable cap installed.
3. All internal equipment shall be provided with a minimum 2" high base to raise equipment and components off the unit floor for housekeeping.
4. Aluminum diamond tread plate floor shall be provided for increased safety. Base shall be fabricated from structural steel.

Caulk and/or exposed gasket tape shall be a closed cell material and exhibit zero microbial growth.

The outdoor air-handling unit shall be supplied with a sloped roof to promote drainage of precipitation and prevent standing water. Roof construction design shall accommodate a minimum snow-load of 30 lb/ft<sup>2</sup>. Roofs less than 12' wide shall be sloped to the non-door side of the unit; roofs 12' wide and wider shall be peaked in the center and sloped to both sides of the unit. Roof shall be designed to hold 300 lb load to allow service and maintenance.

1. The roof shall have a minimum pitch of 1/4" per foot.
2. The roof shall overhang all side and end panels to prevent precipitation drainage from streaming down the unit wall panels.
3. Outdoor units supplied with non-sloped roofs shall not be acceptable.

## DOORS

Air handling equipment doors shall have encapsulated insulation to assure that the quality of the conditioned air is not compromised. Voids and insulation not meeting the stated thermal conductivity R of 12.5 hr-ft<sup>2</sup>-°F/BTU are unacceptable. Any portion of the door that is not insulated (gaps) or has a thermal conductivity less than 12.5 hr-ft<sup>2</sup>-°F/BTU, shall be modified by the contractor to meet the thermal conductivity value previously stated.

All doors with access to moving parts shall have provisions for padlocking and meet UL 1995 mechanical protection guidelines.

Door frames shall be constructed of extruded aluminum angles.

Doors shall be of the same material type as the unit casing.

1. Doors shall open against positive pressure. Alternatively, if doors opening against positive pressure are not available, a safety mechanism and warning label shall be provided to prevent injury to maintenance personnel.
2. Access doors shall be provided with a single handle linked to multiple latching points. Minimum of 2 latches supplied per door.
3. All access doors shall have stainless steel hardware where available.
4. All exterior door handles shall be UV rated, corrosion resistant glass reinforced nylon. All door handle hardware shall be galvanized steel.
5. All access doors shall have roller cam mechanisms to assist in compression of seal. Rotating knife-edge or "paw" latches are not acceptable.

6. Access doors shall have Ventlok No. 699 instrument test holes. The test holes shall be installed in all access doors.

#### PIPE-CHASE

Air handling unit(s) shall be provided with an external pipe chase consisting of casing equivalent to the unit casing, having a minimum thermal conductivity R of 12 hr-ft<sup>2</sup>-°F/BTU.

Field piping and valves shall be fully contained in pipe chase. Pipe-chase enclosures of adjacent segments shall be combined to be a continuous open pipe-chase. Pipe-chase shall provide sufficient space for coil connections to be installed without interference.

Loose-shipped pipe-chase enclosures shall be provided with lifting lugs for field installation.

#### FANS

Fans shall be Class I, II, and III, as scheduled, selected to provide the airflow and pressure specified.

Fan segments shall be equipped with single width single inlet (SWSI) plenum fans as scheduled. All single width single inlet fans (SWSI) fans shall have airfoil (AF) blades. Flat plate blades shall not be acceptable.

All airfoil fans shall bear the AMCA Seal. Airfoil fan performance shall be based on tests made in accordance with AMCA standards 210 and comply with the requirements of the AMCA certified ratings program for air and sound. In addition, all airfoil wheels shall comply with AMCA standard 99-2408-69 and 99-2401-82.

SWSI fans shall be provided with fan screens and wheel guards.

Fans shall have polished steel shafts sized so the first critical speed is at least 25% over the maximum operating speed for each pressure class. Close tolerances shall be maintained where the shaft makes contact with the bearing. Shaft shall be factory coated after assembly with an anti-corrosion coating.

After the pre-balanced fan is installed on the fan skid and isolator rails, the entire fan skid shall be run-balanced at the specified speed to insure smooth and trouble-free operation. The run balance shall include filter-in and filter-out balancing in all three (3) planes, on both sides of the fan assembly at the bearings.

1. Filter-in measurements shall be taken in the horizontal, vertical and axial planes on the drive and opposite-drive sides of the fan shaft.
2. Filter-out measurements shall be taken in the horizontal, vertical and axial planes on the drive and opposite-drive side of the fan shaft.

Fan assemblies shall be balanced for Filter-in and Filter-out vibrations.

1. Filter-in measurements shall not exceed .125-in/sec velocity in the horizontal, vertical, and axial planes.
2. Filter-out measurements shall not exceed .25-in/sec velocity in the horizontal, vertical and axial planes.

The fan motor and fan-assembly shall be internally mounted. The fan motor and fan-assembly shall be mounted on a common base to allow consistent belt tension with no relative motion between the fan and motor shafts. The common base shall be independently isolated on a permanently bonded uni-body frame using 2" springs with seismic restraints.

1. Adjustable motor base shall be provided to enable ease of service. Motor base shall allow adjustments without total removal of motor or base.
2. Provide motor removal rail, sized for L/400 deflection when subjected to motor load. The removal rail shall be mounted in fan section, directly over motor. Motor removal shall not comprise the unit integrity.
3. Fan segments shall be equipped with an access door located on both sides of the segment.
4. Fan sections shall be equipped with walk-on grating covering bottom inlets and discharge openings, sufficient to hold 300 lb. service person with minimal deflection.
5. Fan sections shall be equipped with safety screen covering bottom inlets.

## BEARINGS AND DRIVES

Fan bearings for SWSI Plenum fans shall be rated for a minimum (L10) 200,000 hours.

Plenum fans shall be belt-driven.

All re-greaseable bearings shall be factory lubricated and equipped with standard hydraulic grease fittings and lube lines extended to the motor side of the fan. Re-greaseable bearings provided without factory installed lubrication lines are unacceptable.

Fan drives shall be selected for a 1.5 service factor and anti-static belts shall be furnished.

1. All fans shall be equipped with multiple belt drives.
2. Sheaves shall be machined from a close grain cast iron and statically balanced by the manufacturer. A fixed pitch sheave shall be provided on the motor.
3. Drive belts shall be a V type. All drive belts shall be precision molded raw edge construction. Belts shall be oil and heat resistant.

## ELECTRICAL CHARACTERISTICS AND COMPONENTS

Fan motors will be furnished in sizes, electrical power and starting characteristics as shown in the schedule.

1. All fan motors will be built in accordance with the latest standards of the National Electrical Manufacturer's Association (NEMA) and IEEE and shall be rated for continuous duty at full load at 40°C ambient temperature rise and a service factor of 1.15.
2. Fan motors shall be NEMA design ball bearing type.
3. Fan motors shall be 1800 RPM totally enclosed, fan cooled.
4. All fan motors shall be premium efficiency.
5. Motors shall be "inverter ready", complying with NEMA STD MG1 PART 31.4.4.2

Variable-air-volume units shall be equipped with factory mounted and wired variable frequency drives serving supply and return/exhaust for fan unloading control. Wiring to motor shall be provided in flexible conduit.

1. Each drive shall be [NEMA 1 (if indoor)][NEMA 3R (if outdoor)] mounted on the side of its associated fan section [if VFD is NEMA 3R, mount on a positive pressure section].
2. The VFD shall be UL, cU.L. approved and CE marked and comply with applicable provisions of the National Electric Code. The VFD shall include the following features:

- a. Multi-Character, 5-line H-O-A multi-lingual alphanumeric display for operator control, parameter set-up and operating data. Display data includes real time clock, output frequency (Hz), speed (RPM), motor current, calculated % motor torque, calculated motor power (kW), DC bus voltage, output voltage, heat sink temperature, elapsed time meter (re-settable), kWh (re-settable), input / output terminal monitor, analog input reference in %, relay output status, PID actual value (feedback) & error, fault text, warning text, and scalable process variable display.
- b. Integral input reactor(s) – equivalent 5% impedance
- c. RS-485 communications with Modbus RTU, Johnson N2, Siemens FLN, and BACnet embedded in firmware.
- d. Two (2) analog inputs.
- e. Six (6) programmable digital inputs.
- f. Two (2) programmable analog output.
- g. Three (3) programmable digital relay outputs.
- h. Adjustable filters on analog inputs and outputs.
- i. Input speed signals, including current 0(4)-20 mA, voltage 0(2)-10 VDC, Accel/Decel contacts (floating point control), RS-485 communications.
- j. Start/Stop options shall include 2 wire (dry contact closure), 3 wire (momentary contacts), application of input power, application of reference signal, and PID sleep/wake-up.
- k. Protection circuits shall include overcurrent, ground fault, overvoltage, undervoltage, overtemperature, input power loss of phase, loss of reference/feedback, adjustable current limit regulator, UL 508C approved electronic motor, overload (12t), DC bus overvoltage, and overload.
- l. Premagnetization on start.
- m. DC braking/hold at stop.
- n. Auto restart shall be customer selectable and adjustable.
- o. Two (2) sets of independently adjustable acceleration and deceleration ramps (linear or 'S' curve).
- p. Ramp or coast to stop.
- q. Programmable maximum frequency to 500 Hz.
- r. Two (2) integral PID setpoint controllers.
- s. Seven (7) preset speeds.
- t. Three (3) critical frequency lockout bands.
- u. V/Hz shape, linear or squared.
- v. Start function shall include ramp, flying start, automatic torque boost, and automatic torque boost with flying start.
- w. Integral RFI/EMI filtering to meet EMC EN61800-3 First Environment Main disconnect.
- x. Control inputs shall be isolated from ground and power.
- y. Operator panel download function (read/write).
- z. IR Compensation.
- aa. Slip Compensation.
- bb. Automatic extended power loss ride through (selectable).

The air-handling unit shall be equipped with factory mounted and wired fused disconnect in the single point power NEMA 3R power panel enclosure.

The air-handling unit shall be power wired for a single point connection. All power loads to be wired to one point of power source entrance.

120V Incandescent Lights shall be provided in each segment.

External light switches to operate multiple lights shall be provided.

120V convenience outlet(s) shall be provided.

#### HEATING/COOLING COMPONENTS

Coil segment length shall be optimized to contain selected coil(s), spacer(s), and optional access doors. Coils shall be selected to maximize unit tunnel area using stacked coil arrangements as needed to satisfy required coil face areas.

1. Coil segment design and coil selection shall not require a drain pan in any downstream section to contain the coil condensate.
2. All cooling and/or heating coils shall be furnished to meet the performance requirements set forth in the schedule.
3. All water and steam coils shall have performance certified in accordance with ARI Standard 410 for coil capacity and pressure drop.
4. Coils used with glycol are outside the scope of ARI-410, but shall be selected to meet scheduled performance.
5. All coils must be circuited to operate at design load with water velocity within the ARI range of certified rating conditions.
6. Coil spacers should accommodate side-access via a removable side-plate.
7. Coil segment side panels shall be removable to allow for removal and replacement of coils, without affecting the structural integrity of the unit.
8. Upstream and downstream segment door clearances shall accommodate a minimum of 2-inches of field-installed external piping insulation.
9. Coil segment shall accommodate full-face height or reduced face height coils, as specified.

Cooling Coil Segment shall be provided with a full-width, multi-sloped (IAQ) drain pan that extends downstream a minimum 6" beyond the last coil in the section to provide drain pan access for cleaning and inspection.

IAQ Drain Pan design and application shall comply fully with the stated intent of ASHRAE 62-2007. Units with cooling coils shall have drain pans under complete cooling coil section. Drain pans that do not comply with the maintenance requirements stated below will be the responsibility of the contractor to field modify.

1. The IAQ Drain Pan shall be double sloped, positive draining with stainless steel pan. Pan design must ensure that water drains freely from the pan whether the fan is in operation or stagnant. P-Trap guidelines shall be affixed to the unit. P-Trap components to be provided and installed by the jobsite contractor.
2. Drain connection shall be located at the lowest point(s) of the pan, per ASHRAE 62-2007. Drain connection shall be of like material as liner, draining to one side of the unit.
3. IAQ Drain Pan must allow visual inspection and physical cleaning, including underneath coils, without removal of the coil.
4. All coils shall be slide out, "shipping" type, mounted on tracks, and easily removable from the air handling unit by removing only one exterior panel. Coils that require additional disassembly of the unit or replacement of the entire coil section (e.g. "unit" type coils) for coil removal are unacceptable.



All vertical coil supporting members (bulkheads) and blockoffs shall be constructed of stainless steel and shall entirely seal off the coil, preventing air bypass.

Coil grommets shall be provided on all coils to completely seal the area between the coil connection and the unit casing. Adhesive rings applied to the casing walls are not acceptable.

Drainable Water coils shall be designed to operate at 250 psig design working pressure and up to 300° F and shall be tested with 325 psig compressed air under water. Circuiting shall provide free and complete draining and venting when installed in the unit. All vent and drain connections shall be extended to the outside of the unit casing.

The primary surface shall be 5/8" O.D. copper tube, staggered in direction of airflow. Tubes shall be mandrel expanded to form fin bond and provide burnished, work-hardened interior surface. The tubes shall have a minimum tube wall thickness of 0.020". Specified thickness shall be maintained throughout the tube including brazed U-bends.

Extended surface shall consist of die-formed, continuous, aluminum corrugated enhanced performance fins. The fins shall have fully drawn collars to accurately space fins, and to form a protective sheath for the primary surface. The fin thickness shall be 0.010".

Coils with finned height greater than 48 inches shall have an intermediate drain pan extending the entire finned length of the coil. Cooling coils in excess of 48 inches in height shall not be acceptable unless provided with an intermediate drain pan. The intermediate pans shall have down spouts to guide condensate to the main drain pan.

Coil casing shall be constructed of 16-gauge stainless steel. Tube sheets on each end shall have drawn collars to support tubes. A single intermediate coil support shall be provided on coils with a finned length of more than 62 inches, two (2) intermediate supports above 100 inches in length, and three (3) intermediate supports on coils with a finned length of more than 141 inches. Casing channels shall be free-draining, without depressions to collect moisture and contaminants. Casing channels shall not block fin area.

Headers shall be of heavy seamless copper tubing, silver-brazed to tubes. Connections shall be of steel, with male pipe threads, silver-brazed to the headers. A 1/2" MPT, plugged vent or drain tap shall be provided on each connection. All vent and drain connections shall be extended to the outside of the unit casing.

Circuiting shall be to provide free draining and venting, through one vent and one drain on each coil, when installed with casing level. Coils shall be circuited, and have connections arranged, for counter-flow of air and water with supply on bottom and return on top of coil headers. Coil circuiting shall provide for design water velocity in tubes without exceeding total water pressure drops in schedule.

Coils using turbulators are unacceptable.

## FILTERS

Filters and filter segments shall be provided as scheduled. Filter tracks shall be constructed of galvanized steel and be built as an integral part of the unit. Filter media shall be listed Class 2 or Class 1 under U.L. Standard 900 as required by local codes.

High Efficiency Rigid Filter Segment (RF) shall accommodate 12" media.

1. Media shall be 12" rigid (90-95% efficiency-MERV 14).
2. Pre-filter media shall be 30% efficient-MERV 8.

One (1) spare set of media shall be provided (total = 2 sets).

## DAMPERS

Dampers will be of low leak design having aluminum airfoil blades. The damper blades shall be provided with extruded vinyl edge seals and flexible metal compressible jamb seals. Outside air and exhaust air dampers shall have leakage not exceeding 4 CFM/square foot at 1" w.g., complying fully with the requirements of ASHRAE 90.1. Return air and mixed air dampers shall have leakage not exceeding 5 CFM/square foot at 1" w.g.

Smoke dampers meeting or exceeding the following specifications shall be furnished and installed at both supply duct connections and at the return air duct connection. Dampers shall meet the requirements of NFPA90A, 92A and 92B and shall be classified as Leakage Rated Dampers for use in smoke control systems in accordance with the latest version of UL555S. The leakage rating under UL555S shall be leakage Class 1 (8 cfm/sq. ft. at 4" w.g.). In addition to the leakage ratings already specified herein, the dampers and their actuators shall be qualified under UL555S to an elevated temperature of 250° (212°C) or 350°F (177°C) depending upon the actuator. Electric actuators shall be installed by the damper manufacturer at the time of damper fabrication. Electric actuators shall have been tested for prolonged periods of holding with no evidence of reduced spring return performance. Damper and actuator shall be supplied as a single entity, which meets all applicable UL 555S qualifications for both dampers and actuators. Each damper shall be rated for leakage and airflow in either direction through the damper. Damper frame shall be and shall be minimum 16 (1.6) gage galvanized steel structurally superior to 13 (2.3) gage formed into a structural hat channel reinforced at corners. Damper blades shall be single skin galvanized steel 16 (1.6) gage minimum with three longitudinal grooves for reinforcement. Bearings shall be stainless steel sleeve turning in an extruded hole in the frame. Blade edge seals shall be inflatable silicone coated fiberglass and galvanized steel mechanically locked into blade edge (adhesive or clip on seals not acceptable). Jamb seals shall be stainless steel compression type. (if galvanized smoke damper).

## FINISHES

Exterior skin of air-handling units shall be pre-painted steel with a flexible, baked-on polyurethane coating.

1. Sheet metal surface shall be cleaned and primed with a polyurethane primer prior to application of top coat.
2. A finish coat of Polykote 9200 polyester costing in the color, YORK Champagne shall be applied over the primer and baked at 510°F for 55 seconds to a dry film thickness of 0.85-1.05 mils.
3. The finish shall exceed 1000-hours salt spray solution (5%) when tested in accordance with ASTM D-2247.

## INSTALLATION

Install equipment per industry standards, applicable codes, and manufacturer's instructions.

Do not use AHUs for temporary heating, cooling or ventilation prior to complete inspection and startup performed per this specification.

Install AHUs on a concrete pad, roof curb, or structural steel base, as shown on drawings.

Install AHUs with manufacturer's recommended clearances for access, coil pull, and fan removal.

Provide one complete set of filters for testing, balancing, and commissioning. Provide second complete set of filters at time of transfer to owner.

Install AHU plumb and level. Connect piping and ductwork according to manufacturer's instructions.

Install seismic restraints and anchors per applicable local building codes. Refer to specification Section 230548 (15240 / 15070) for product and installation requirements.

Contractor to install pipe chases per manufacturer's instructions.

#### FIELD QUALITY CONTROL

Rig and lift units according manufacturer's instructions.

#### INSPECTION AND ADJUSTMENT: AHU FAN ASSEMBLY

Manufacturer shall perform service to bring fan performance within factory specifications.

#### STARTUP SERVICE AND OWNER TRAINING

Manufacturer's factory-trained and factory-employed service technician shall startup AHUs. Technician shall perform the following steps as a minimum:

1. Energize the unit disconnect switch
2. Verify correct voltage, phases and cycles
3. Energize fan motor briefly ("bump") and verify correct direction of rotation.
4. Re-check damper operation; verify that unit cannot and will not operate with all dampers in the closed position.
5. Energize fan motors and verify that motor FLA is within manufacturer's tolerance of nameplate FLA for each phase.

Provide a minimum of 4 hours of training for owner's personnel by manufacturer's factory-trained and factory-employed service technician. Training shall include AHU controls, motor starter, VFD, and AHU.

Training shall include startup and shutdown procedures as well as regular operation and maintenance requirements.

Submit a startup report summarizing any problems found and remedies performed.

#### CLEANING

Clean unit interior prior to operating. Remove tools, debris, dust and dirt.

Clean exterior prior to transfer to owner.

## DOCUMENTATION

Provide Installation Instruction Manual, & Startup checklist in the supply fan section of each unit.

Provide six copies of Spare Parts Manual for owner's project system manual.

## PART 3 - EXECUTION

### DUCTWORK, GENERAL:

Drawings show general arrangement of duct. Provide all ductwork required to complete installation and avoid interferences. Installation shall conform with applicable portions of Section 230010, General Provisions, HVAC. Fabricate ducts as job progresses, using actual job measurements and referring to architectural, structural, electrical, plumbing and equipment drawings in order to avoid conflicts. Where space limitations preclude use of ducts and fittings as shown, consult Engineer for instructions. All ductwork, offsets, fittings, etc. required to make a complete and efficiently operating installation are included in this contract and shall be fabricated and installed in accordance with SMACNA Standards for the application unless noted otherwise herein.

All duct dimensions shown on drawings are "inside clear". The sizes of acoustically lined ducts and dampers in ducts shall be increased accordingly. Ducts shall be smooth on inside.

Support ducts from building structure with 1 inch wide galvanized steel bands per SMACNA recommendations. Wire hangers and nylon straps will not be acceptable.

Seal all joints in supply, return and exhaust ducts with Childers CP-145 Veloseal water based synthetic duct sealant, or equal.

### PIPING, GENERAL:

All piping shall conform with Section 230010 - General Provisions - HVAC.

Provide a flange or union in screwed or welded pipe where pipe connects to equipment. At control valves, install union in each pipe connecting to the device. Screwed unions shall not be installed where they will be subjected to bending stresses, as in expansion loops or offsets.

Wherever pipes change size, use eccentric fittings. Run piping so as not to obstruct walking or service areas.

Pipe and equipment locations shown are approximate. Exact location of equipment, pipes, and chases to be as approved and determined in field to avoid other pipes and maintain structural clearances. Use actual job dimensions and equipment shop drawings for roughing.

Piping to comply with best trade practice. Provide clearance between pipe and building structure so pipes can expand without damage to building structure.

Install manual air vents at all high points in piping system and 1/2" drain valves at all low points in piping system.

**EQUIPMENT, GENERAL:**

All equipment specified herein shall be installed in accordance with manufacturer's published installation instructions and these specifications. All items shall have adequate clearances for access and maintenance. Each item of equipment shall be performance tested to verify compliance with specifications. Certified data sheets of successful performance tests shall be included in operating manuals.

**AUTOMATIC TEMPERATURE CONTROL:**

All new controls shall be DDC compatible with existing campus wide system and shall be provided by Johnson Controls Inc.

**AHU-3 Sequence of Operation:**

Occupied-unoccupied mode control: The occupied mode will be set based on a user defined schedule. In the occupied mode the air handling unit will run continuously. In the unoccupied mode the air handling unit will be off and room temperature will be monitored and compared to the night low limit setpoint of 60degF (adj.) and night high limit of 85degF (adj.). Upon a fall in room temperature below the night low limit setpoint, or a rise in room temperature above the night high limit setpoint the air handling unit will be started and remain on until the differential is satisfied. A momentary push-button located on the zone temperature sensor will activate a 2 hour timed occupied override when activated during unoccupied periods.

Start-stop control: The air handling unit will be started and stopped as determined by the occupied-unoccupied mode control program. Upon receiving a start command the supply fan VSF and return fan RF will be started. The constant volume supply fan will operate subject to the constant volume supply fan schedule.

Variable volume supply fan control: The DDC controller will modulate VSF VSD to maintain the variable volume duct static pressure setpoint of 1.5" w.g. (adj.).

Constant volume supply fan control: The DDC controller will modulate CSF VSD to maintain the reset constant volume fan speed as listed below. The fan will run at 70% speed if needed during unoccupied periods.

Occupied Hours	OAT < 40F		> 40F OAT < 80F		OAT > 80F	
7AM to 10PM 5DAYS/WK	OCC	UNOC	OCC	UNOC	OCC	UNOC
CV SUPPLY FAN SPEED	100%	OFF	OFF	OFF	100%	OFF

Return fan control: The DDC controller will modulate RF VSD to maintain the building static pressure setpoint of 0.02" w.g. (adj.).

Mixed air damper control: When the outside air temperature is below the economizer switch-over setpoint (adj.) the unit will be in economizer mode. The mixed air dampers will be modulated open to 100% outside air on a call for cooling from the discharge temperature control signal. If the discharge temperature setpoint cannot be maintained by the mixing dampers the chilled water valve will modulate open in sequence. A mixed air low limit program will modulate the mixing dampers closed on a fall in

mixed air temperature below setpoint 45degF (adj.). When not in economizer mode, the return air dampers will open and the maximum outside air and relief air dampers will close.

Variable volume discharge temperature control: The DDC controller will modulate the variable volume chilled water and hot water control valves in sequence to maintain the reset discharge temperature setpoint according to the following schedule.

RETURN AIR TEMP	VV DISCHARGE AIR SETPOINT
72F	55F
68F	60F

Constant volume discharge temperature control: The DDC controller will modulate the constant volume chilled water and hot water control valves in sequence to maintain the reset discharge temperature setpoint according to the following schedule.

OUTSIDE AIR TEMP	CV DISCHARGE AIR SETPOINT
70F	55F
50F	60F

Fan shutdown: The DDC controller will sense the status of the supply fans via current sensing switches. Upon sensing that the supply fans are off, the DDC controller will close the chilled water and hot water control valves. The outside air and relief air dampers will close and the return air dampers will open.

Safeties: Manual reset static pressure high limit switches will sense discharge plenum pressure for both variable speed and constant speed fans and will stop the respective supply fan upon a rise in discharge static pressure setpoint of 4" w.g. Manual reset temperature low limit thermostats will stop the respective supply fan upon sensing a fall in temperature below setpoint. An alarm signal from the fire alarm system will stop the unit.

#### SUBMITTALS:

Provide submittals as required in Section 230010. At completion of work, submit check-out report of automatic control system. Submit start up reports per Section 230010. Submit test and balance report per 230010. Submit manufacturer's installation, operation, and maintenance instructions.

End of Section 230500

## SECTION 230548 - VIBRATION ISOLATION AND SEISMIC RESTRAINT

### PART 1 – GENERAL

The work in this section consists of furnishing engineering and materials necessary for vibration isolation and seismic restraints for equipment contained herein for the project. All mechanical equipment 3/4 HP and over listed in the Vibration Isolation / Seismic schedule shall be mounted on vibration isolators to prevent the transmission of objectionable vibration and vibration induced sound to the building structure. All isolation materials, flexible connectors and seismic restraints shall be of the same manufacturer and shall be selected and certified using published or factory certified data. Any variance or non-compliance with these specification requirements shall be corrected by the contractor in an approved manner. The contractor and manufacturer of the isolation and seismic equipment shall refer to the isolator and seismic restraint schedule which lists isolator types, isolator deflections and seismic restraint type. Vibration isolators shall be selected in accordance with the equipment, pipe or duct weight distribution so as to produce reasonably uniform deflections.

Unless otherwise specified, all mechanical, and plumbing equipment, pipe, and duct shall be restrained to resist seismic and wind forces. Restraints shall maintain equipment, piping, and duct work in a captive position. Restraint devices shall be designed and selected to meet the seismic and wind loading requirements as defined in the latest issue of the IBC or local jurisdiction building code.

#### SEISMIC RESTRAINT SHALL NOT BE REQUIRED FOR THE FOLLOWING:

1. Hanging, wall mounted, and flexibly supported mechanical, plumbing and components that weigh 20 pounds (89 N) or less, where  $I_p = 1.0$  and flexible connections are provided between the components and associated duct work, piping and conduit.
2. Piping supported by individual clevis hangers where the distance, as measured from the top of the pipe to the supporting structure, is less than 12 inches (305mm) for the entire pipe run and the pipe can accommodate the expected deflections. Trapeze or double rod hangers where the distance from the top of the trapeze or support to the structure is less than 12 inches for the entire run. Hanger rods shall not be constructed in a manner that would subject the rod to bending moments (swivel, eye bolt, or vibration isolation hanger connection to structure).
3. High deformability piping (steel, copper, aluminum with welded, brazed, grooved, or screwed connections) designated as having an  $I_p = 1.5$  and a nominal pipe size of 1 inch or less where provisions are made to protect the piping from impact or to avoid the impact of larger piping or other mechanical equipment. Note, any combination of piping supported on a trapeze where the total weight exceeds 10 lb/ ft. must be braced.
4. High deformability piping (steel, copper, aluminum with welded, brazed, grooved, or screwed connections) and limited deformability piping (cast iron, FRP, PVC) designated with an  $I_p = 1.0$  and a nominal pipe size of 1 inch and less in the mechanical equipment room, or 2" and less outside the mechanical equipment room.
5. PVC or other plastic or fiberglass vent piping.
6. HVAC ducts suspended from hangers that are 12 inches or less in length from the top of the duct to the supporting structure and the hangers are detailed to avoid significant bending of the hangers and their connections. Duct must be positively attached to hanger with minimum #10 screws within 2" from the top of the duct.

7. HVAC duct with an  $I_p = 1.5$  that have a cross-section area less than 4 square feet. HVAC ducts with an  $I_p = 1.0$  that have a cross sectional area of less than 6 square feet.
8. Equipment items installed in-line with the duct system (e.g, fans, heat exchangers and humidifiers) with an operating weight less than 76 pounds. Equipment must be rigidly attached to duct at inlet and outlet.

#### MANUFACTURER'S RESPONSIBILITIES:

Manufacturer of vibration and seismic control products shall have the following responsibilities:

1. Determine vibration isolation and seismic restraint sizes and locations.
2. Provide piping, ductwork and equipment isolation systems and seismic restraints as scheduled or specified.
3. Provide installation instructions and shop drawings for all materials supplied under this section of the specifications.
4. Provide calculations to determine restraint loads resulting from seismic and wind forces presented in local building code or IBC, Chapter 16 latest edition. Seismic and wind loading calculations shall be certified & stamped by an engineer in the employ of the seismic equipment manufacturer with a minimum 5 years experience and licensed in the project's jurisdiction. Provide calculations for all floor or roof mounted equipment, all suspended or wall mounted equipment 20lbs or greater, and vibration isolated equipment 20lbs or greater.
5. Calculations and restraint device submittal drawings shall specify anchor bolt type, embedment, concrete compressive strength, minimum spacing between anchors, and minimum distances of anchors from concrete edges.
6. The seismic supplier shall provide a certificate of professional liability insurance for the seismic engineer for an amount not less than \$1,000,000.00.

#### SUBMITTALS:

Submit shop drawings of all isolators, seismic restraints and calculations provided. The manufacturer of vibration isolation products shall submit the following data for each piece of isolated equipment: clearly identified equipment tag, quantity and size of vibration isolators and seismic restraints for each piece of rotating isolated equipment. Submittals for mountings and hangers incorporating springs shall include free height, rated deflections, and solid load. Submittals for bases shall clearly identify locations for all mountings as well as all locations for attachment points of the equipment to the mounting base. Submittals shall include seismic calculations signed and checked by a qualified licensed engineer in the employ of the manufacturer of the vibration isolators. Catalog cut sheets and installation instructions shall be included for each type of isolation mounting or seismic restraint used on equipment being isolated.

Provide shop drawings indicating location of all specification SC cable restraints (section 2.3.2) required for pipe and ductwork. Drawings must be stamped by manufacturer's registered professional engineer.

Mechanical, electrical and plumbing equipment manufacturers shall provide certification that their equipment is capable of resisting expected seismic loads without failure. Equipment manufacturers shall provide suitable attachment points and/or instructions for attaching seismic restraints.



## PART 2 - PRODUCTS

### QUALITY CONTROL:

The isolators and seismic restraint systems listed herein are as manufactured by Amber / Booth or approved equal (see specification 230010). Manufacturer must be a member of the Vibration Isolation and Seismic Control Manufacturers Association (VISCMA). Non-isolated seismic rated curbs by Imperial Metals are acceptable.

Steel components shall be cleaned and painted with industrial enamel. All nuts, bolts and washers shall be zinc-electroplated. Structural steel bases shall be thoroughly cleaned of welding slag and primed with zinc-chromate or metal etching primer.

All isolators, bases and seismic restraints exposed to the weather shall utilize cadmium plated, epoxy coat or PVC coated springs and hot dipped galvanized steel components. Nuts, bolts and washers may be zinc-electroplated. Isolators for outdoor mounted equipment shall provide adequate restraint for the greater of either wind loads required by local codes or withstand a minimum of 30 lb. / sq. ft. applied to any exposed surface of the equipment.

## PART 3 – EXECUTION

Isolator and seismic restraints shall be installed as recommended by the manufacturer.

### INSTALLATION:

Comply with manufacturer's instructions for the installation and load application of vibration isolation materials and products. Adjust to ensure that units do not exceed rated operating deflections or bottom out under loading, and are not short-circuited by other contacts or bearing points. Remove space blocks and similar devices (if any) intended for temporary support during installation or shipping. Locate isolation hangers as near the overhead support structure as possible. Adjust leveling devices as required to distribute loading uniformly on isolators. Shim units as required where leveling devices cannot be used to distribute loading properly.

### APPLICATION OF SEISMIC RESTRAINTS:

#### Rigidly Mounted Equipment:

Floor mounted equipment shall be protected by properly sized anchor bolts with elastomeric grommets provided by the isolation manufacturer.

End of Section 230548

## SECTION 230700 – HVAC INSULATION

### PART 1 - GENERAL

#### WORK INCLUDED:

General Requirements: This section shall include all insulation as required for installation on all items as specified hereinafter and/or as indicated. All insulations shall be installed in a workmanlike manner by qualified workers in the employment of an independent insulation contractor. Costs of insulation shall be included as part of work by contractor as applicable to his section of work. No separate bid is to be included for insulation work.

Fire hazard classification for all material shall not exceed flame spread of 25 and smoke development of 50 as classified by Underwriters Laboratories under Test Method ASTM E-84 and acceptable under NFPA Standards. This is to apply to the complete system and be a composite rating of insulation material with jacket or facings, vapor barrier, joint sealing tapes, mastic and fittings.

Prior to commencing any work, submit data sheets for engineer's approval of all material proposed to be used on this project.

### PART 2 - PRODUCTS

#### ABOVE GROUND PIPING:

##### Pipe Insulation:

All water piping shall be insulated with heavy density fiberglass with all-service jacket Owens-Corning Double Self-Sealing Lap, ASJ/SSL-II, one piece, to be used on all lines above and below ambient temperature from 0°F to 850°F.

#### JACKET FOR OUTDOOR PIPING:

All insulation outside (including insulation options) shall be protected with aluminum jacketing with factory applied moisture barrier. The aluminum jacketing shall be 0.016 thickness and be of 3003 alloy and H-14 temper. Jacketing shall be applied with 2-inch circumferential and 1-1/2 inch longitudinal lap and secured with 3/8 inch wide aluminum bands, 8 inches on center.

All elbows shall be covered with 2 piece aluminum insulation covers, manufactured from 110 aluminum alloy in .024" thickness, Childers Aluminum E11-Jacs or equal.

On hot service, aluminum elbows may be attached using self-tapping screws. On chilled water service, aluminum elbows shall be glued on pipe insulation.

#### PIPE INSULATION THICKNESS:

Piping for the following systems shall be insulated to the thickness listed:

<u>Item</u>	<u>Insulation Thickness (Inches)</u>
Fiberglass K = 0.24	
Cold Pipes:	
Chilled Water (Supply & Return)	
Pipe 2" and above	1-1/2"

Hot Pipes:

Hot Water (Heating Supply & Return)

Pipe up to 2"	1-1/2"
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DUCTWORK INSULATION:

Return Ducts:

Line all metal ducts with 1-1/2 pound density, 1 inch thick duct liner equal to Owens Corning Aeroflex PLUS. Liner shall meet requirements of ASTM C1338, G21 and G22 with respect to resistance to microbial growth.

Double Wall Medium Pressure Round Supply Ducts:

Factory insulated with internal 1 inch thick, 1-1/2 pound density fiberglass insulation. Liner shall meet requirements of ASTM C1338, G21 and G22 with respect to resistance to microbial growth.

OUTDOOR DUCT INSULATION:

Insulate all, including lined, sheet metal duct work outdoors exposed to the weather with 2 inch thick closed-cell elastomeric sheet insulation.

Insulation material shall be a flexible, closed-cell elastomeric insulation in tubular or sheet form equal to AP Armaflex, AP Armaflex W, AP Armaflex SS, or AP Armaflex SA. This product meets the requirements as defined in ASTM C 534, "Specification for preformed elastomeric cellular thermal insulation in sheet and tubular form." Insulation materials shall have a closed-cell structure to prevent moisture from wicking. Insulation material shall be manufactured without the use of CFC's, HFC's or HCFC's. It is also formaldehyde free, low VOC's, fiber free, dust free and resists mold and mildew.

Materials shall have a flame spread index of less than 25 and a smoke-developed index of less than 50 when tested in accordance with ASTM E 84, latest revision. In addition, the product, when tested, shall not melt or drip flaming particles, the flame shall not be progressive and all materials shall pass simulated end-use fire tests.

Materials shall have a maximum thermal conductivity of 0.27 Btu-in./h-ft<sup>2</sup>- °F at a 75°F mean temperature when tested in accordance with ASTM C 177 or ASTM C 518, latest revisions. Materials shall have a maximum water vapor transmission of 0.08 perm-inches when tested in accordance with ASTM E 96, Procedure A, latest revision.

### PART 3 - EXECUTION

#### PIPE INSULATION:

All insulation shall be applied to clean, dry surfaces butting all sections firmly together and finishing as specified hereinafter.

All vapor barriers shall be sealed, and shall be continuous throughout. No staples shall be used on any vapor barrier jacket unless sealed with vapor barrier coating or vapor barrier tape.

Insulation of all insulated lines shall be interpreted as including all pipe, valves, fittings and specialties comprising the lines, except flanged unions and screwed unions on hot piping.

Valves and unions on chilled water piping shall have oversized insulation applied and sealed with CP-30 LO or CP-35.

Where sectional insulation is not practical, the proper insulation cement or block insulation shall be utilized by forming it to the applied surface.

Pipe Insulation Protection: Direct contact between pipe and hangers shall be avoided. Hanger shall pass outside of a sheet metal protection saddle which shall cover a section of high density insulation (cellular glass or calcium silicate), of sufficient length to support the weight of the pipe without crushing the insulation. The vapor barrier shall be continuous behind the saddle or shall be lapped over the saddle and securely cemented thereto.

Foamglas: All butt joints shall be staggered and longitudinal, and end joints and seams shall be thoroughly coated with asphalt base mastic before applying. Insulation shall be held in place with 18-gauge copper clad wire on 12-inch centers. Before applying jacket, all voids, cracks, and punctures shall be filled in with foamglass shaving and mastic. Insulation shall be jacketed with the manufacturer's recommended waterproofing membrane and installed as per the manufacturer's suggested application procedures.

All pipe covering shall be furnished with self-seal lap and 3" wide butt joint strips. The release paper is pulled from adhesive edge, pipe covering closed tightly around pipe and self-seal lap rubbed hard in place with the blunt edge of an insulation knife. This procedure applied to longitudinal as well as circumferential joints. Staple all longitudinal and circumferential joints with 9/16" staples 6" on center and seal over all staples with Childers CP-30 vapor barrier coating. Care shall be taken to keep jacket clean as it is the finish on all exposed work. All adjoining insulation sections shall be firmly butted together before butt joint strip is applied, and all chilled water and cold water service lines shall have vapor barrier coating thoroughly coated to pipe at butt joints and at all fittings. All fittings, valve bodies, unions, and flanges shall be finished as follows:

To the hot insulated fittings, apply a tack coat of Childers CP-10 or CP-11 (use CP-35 on cold piping) at the rate of 2 gallons per 100 S.F. While the tack coat is still wet, a layer of 10 x 10 fiberglass reinforcing mesh shall be embedded with all fabric seams overlapped a minimum of 2". A finish coat, at a coverage rate of 4 gallons per 100 S.F. shall be applied, fully covering the reinforcing mesh.

Apply fiberglass inserts to all other hot fittings and cold water fittings in conjunction with Proto PVC Fitting Covers. Seal cold applications as recommended by the manufacturer.

#### ALUMINUM JACKET:

Jacketing shall be applied with 2-inch circumferential and 1-1/2 inch longitudinal lap and secured with 3/8 inch wide aluminum bands, 8 inches on center and at joints.

#### DUCTWORK INSULATION:

##### Flexible Insulation (Internal):

Applications: Duct Liner shall be applied to the interior of metal ducts using Childers CP-121 HV Duct Liner Adhesive or an equal product having a flame spread of less than 25 and a smoke development of less than 50 and classified such by Underwriters Laboratories. Exposed edges of insulation shall be coated with a heavy layer of Childers CP-135 CHIL-SPRED to eliminate erosion of fibers.

When duct height or plenum walls exceed 24 inches and when duct widths exceed 12 inches, resistance welded mechanical fasteners will be used in addition to duct liner adhesive. Fasteners shall start within 3 inches of the upstream transverse edges of the liner and 3 inches from the longitudinal joints. Fasteners should be spaced a maximum of 6 inches on center around the perimeter of the duct, except that they may be a maximum of 6 inches from a corner break. Elsewhere they shall be a maximum of 18 inches on center.

Insulation shall extend the full length of each duct section to permit butting firmly at the duct joints. All joints shall be tightly sealed with CP-135.

#### OUTDOOR DUCT INSULATION:

Round Ductwork: Sheet and roll insulation shall be wrapped not stretched around the duct. The insulation shall be completely adhered to the duct surface. Longitudinal seams shall be located on the lower half of any round ductwork.

Butt-edge seams shall be adhered using Armaflex 520, 520 BLV, or HT 625 Adhesive by the compression fit method to allow for expansion/contraction. Leave a 1/2" wide uncoated border at the butt-edge seams on the duct surface and the insulation surface. Overlap the insulation 1/4" at the butt-edges and compress the edges into place. Apply Armaflex 520, 520 BLV, or HT 625 Adhesive to the butt-edges of the insulation.

Insulation seams shall be staggered when applying multiple layers of insulation.

Direct contact between insulation and duct supports shall be avoided. Provide sheet metal protection saddle which shall cover a section of high density insulation (cellular glass or calcium silicate), of

sufficient length to support the weight of the duct without crushing the insulation.

End of Section 230700

## SECTION 260500 - COMMON WORK RESULTS FOR ELECTRICAL

### PART 1 - GENERAL

#### IMPOSED REGULATIONS:

Applicable provisions of the State and Local Codes and of the following codes and standards in addition to those listed elsewhere in the specifications are hereby imposed on a general basis for electrical work: codes and standards listed on the electrical drawings.

#### SCOPE OF WORK:

Provide all labor, materials, equipment and supervision to construct complete and operable electrical systems as indicated on the drawings and specified herein. All materials and equipment used shall be new, undamaged and free from any defects.

#### RELATED DOCUMENTS AND OTHER INFORMATION:

The general provisions of the Contract, including General and Supplementary Conditions and General Requirements, apply to the portions of work specified in each and every Section of this Division, individually and collectively.

#### EXISTING SERVICES AND FACILITIES:

##### Damage to Existing Services:

Existing services and facilities damaged by the Contractor through negligence or through use of faulty materials or workmanship shall be promptly repaired, replaced, or otherwise restored to previous conditions by the Contractor without additional cost to the Owner.

##### Interruption of Services:

Interruptions of services necessary for connection to or modification of existing systems or facilities shall occur only at prearranged times approved by the Owner. Interruptions shall only occur after the provision of all temporary work and the availability of adequate labor and materials will assure that the duration of the interruption will not exceed the time agreed upon.

##### Removed Materials:

Existing materials made unnecessary by the new installation shall be stored on site. They shall remain the property of the Owner and shall be stored at a location and in a manner as directed by the Owner. If classified by the Owner's authorized representative as unsuitable for further use, the material shall become the property of the Contractor and shall be removed from the site at no additional cost to the owner.

#### PRODUCT WARRANTIES:

Provide manufacturer's standard printed commitment in reference to a specific product and normal application, stating that certain acts of restitution will be performed for the Purchaser or Owner by the manufacturer, when and if the product fails within certain operational conditions and time limits. Where the warranty requirements of a specific specification section exceeds the manufacturer's standard warranty, the more stringent requirements will apply and modified manufacturer's warranty shall be

provided. In no case shall the manufacturer's warranty be less than one (1) year.

#### PRODUCT SUBSTITUTIONS:

##### General:

Materials specified by manufacturer's name shall be used unless prior approval of an alternate is given by addenda. Requests for substitutions must be received in the office of the USC Project Manager at least 10 days prior to opening of bids.

#### ELECTRICAL DRAWINGS:

Electrical contract drawings are diagrammatic and indicate the general arrangement of electrical equipment. Do not scale electrical plans. Obtain all dimensions from the Architect's dimensioned drawings and field measurements. The Contractor shall review Architectural plans for door swings and built-in equipment; conditions indicated on those plans shall govern for this work.

Coordinate installation of electrical equipment with the structural and mechanical equipment and access thereto. Coordinate exterior electrical work with civil and landscaping work.

Discrepancies shown on different drawings, between drawings and specifications or between documents and field conditions shall be installed to provide the better quality or greater quantity of work; or, comply with the more stringent requirement; either or both in accordance with the A/E's interpretation.

#### SYSTEMS REQUIRING ROUGH-IN:

Rough-in shall consist of all outlet boxes/raceway systems/supports and sleeves required for the installation of cables/devices by other Divisions and by the Owner. It shall be the responsibility of this Contractor to determine the requirements by reviewing the contract documents and meeting with the Superintendent of the trade involved and Owner's representative to review submittal data, shop drawings, etc.

Sealing of all sleeves, to meet the fire rating of the assembly, whether active or not, is work of this Division.

#### SUBMITTALS:

Refer to section 260510

#### PART 2 - PRODUCTS

##### FIRESTOPPING:

Refer to section 078413 for additional requirements.

A firestop system shall be used to seal penetrations of electrical conduits and cables through fire-rated partitions per NEC 300.21, NEC 800.52(B) (2002), NEC 800.3(C) (2005) and NEC 800.26 (2008). The firestop system shall be qualified by formal performance testing in accordance with ASTM E-814, or UL 1479.



The firestop system shall consist of a fire-rated caulk type substance and a high temperature fiber insulation. It shall be permanently flexible, waterproof, non-toxic, smoke and gas tight and have a high adhesion to all solids so damming is not required. Only metal conduit shall be used in conjunction with this system to penetrate fire rated partitions. Install in strict compliance with manufacturer's recommendations. 3M or approved equal.

Comply with TIA/EIA-569-A, Annex A, "Firestopping."

Comply with BICSI TDMM, "Firestopping Systems" Article.

### PART 3 - EXECUTION

#### PRODUCT INSTALLATION, GENERAL:

Except where more stringent requirements are indicated, comply with the product manufacturer's installation instructions and recommendations, including handling, anchorage, assembly, connections, cleaning and testing, charging, lubrication, startup, test operation and shut-down of operating equipment. Consult with manufacturer's technical experts, for specific instructions on unique product conditions and unforeseen problems.

#### Protection and Identification:

Deliver products to project properly identified with names, models numbers, types, grades, compliance labels and similar information needed for distinct identifications; adequately packaged or protected to prevent deterioration during shipment, storage and handling. Store in a dry, well ventilated, indoor space, except where prepared and protected by the manufacturer specifically for exterior storage.

#### Permits and Tests:

Provide labor, material and equipment to perform all tests required by the governing agencies and submit a record of all tests to the Owner or his representative. Notify the Architect five days in advance of any testing.

Install temporary protective covers over equipment enclosures, outlet boxes and similar items after interiors, conductors, devices, etc. are installed, to prevent the entry of construction debris and to protect the installation during finish work performed by others. Do not install device plates, equipment covers or trims until finish work is complete.

Clean all equipment, inside and out, upon completion of the work. Scratched or marred surfaces shall be touched-up with touch-up paint furnished by the equipment manufacturer.

Replace all equipment and materials that become damaged.

No more than three phase conductors, each of opposite phases for a three phase WYE system, shall be combined in a single raceway unless written approval is granted by the engineer or noted otherwise on the construction documents.. (120 volt and 277 volt receptacle and lighting circuits are except from this requirement, but must meet the requirements of the NEC)

#### LOW VOLTAGE CABLING SEPARATION FROM EMI SOURCES:

Comply with BICSI TDMM and TIA/EIA-569-A recommendations for separating unshielded copper voice and data communication cable from potential EMI sources, including electrical power lines and equipment.

Separation between open communications cables or cables in nonmetallic raceways and unshielded power conductors and electrical equipment shall be as follows:

- Electrical Equipment Rating Less Than 2 kVA: A minimum of 5 inches
- Electrical Equipment Rating between 2 and 5 kVA: A minimum of 12 inches
- Electrical Equipment Rating More Than 5 kVA: A minimum of 24 inches

Separation between communications cables in grounded metallic raceways and unshielded power lines or electrical equipment shall be as follows:

- Electrical Equipment Rating Less Than 2 kVA: A minimum of 2-1/2 inches
- Electrical Equipment Rating between 2 and 5 kVA: A minimum of 6 inches
- Electrical Equipment Rating More Than 5 kVA: A minimum of 12 inches

Separation between communications cables in grounded metallic raceways and power lines and electrical equipment located in grounded metallic conduits or enclosures shall be as follows:

- Electrical Equipment Rating Less Than 2 kVA: No requirement.
- Electrical Equipment Rating between 2 and 5 kVA: A minimum of 3 inches
- Electrical Equipment Rating More Than 5 kVA: A minimum of 6 inches

Separation between Cables and Electrical Motors and Transformers, 5 kVA or HP and Larger: A minimum of 48 inches

Separation between Cables and Fluorescent Fixtures: A minimum of 5 inches

#### EQUIPMENT PROTECTION:

Equipment and materials shall be protected during shipment and storage against physical damage, vermin, dirt, corrosive substances, fumes, moisture, cold and rain.

Store equipment indoors in clean dry space with uniform temperature to prevent condensation. Equipment shall include but not be limited to switchgear, switchboards, panelboards, transformers, motor control centers, motor controllers, uninterruptible power systems, enclosures, controllers, circuit protective devices, cables, wire, light fixtures, electronic equipment, and accessories.

During installation, equipment shall be protected against entry of foreign matter; and be vacuum-cleaned both inside and outside before testing and operating. Compressed air shall not be used to clean equipment. Remove loose packing and flammable materials from inside equipment.

Damaged equipment shall be, as determined by the Resident Engineer, placed in first class operating condition or be returned to the source of supply for repair or replacement.

Painted surfaces shall be protected with factory installed removable heavy kraft paper, sheet vinyl or equal.

Damaged paint on equipment and materials shall be refinished with the same quality of paint and

workmanship as used by the manufacturer so repaired areas are not obvious.

UTILITY CONNECTIONS:

Coordinate the connection of the electrical system with the local power company. Comply with the requirements of governing regulations, franchised service companies and controlling agencies. Pay all utility fees and charges.

End of Section 260500

## SECTION 260501 - ELECTRICAL DEMOLITION

### PART 1 - GENERAL

Not Used.

### PART 2 - PRODUCTS

Not Used.

### PART 3 - EXECUTION

#### EXAMINATION:

- Field verify measurements and circuiting arrangements are as shown on Drawings.
- Verify that abandoned wiring and equipment serve only abandoned facilities.
- Demolition drawings are based on casual field observation.
- Report discrepancies to Architect before disturbing existing installation.
- Beginning of demolition means installer accepts existing conditions.

#### PREPARATION:

- Disconnect electrical systems in walls, floors, and ceilings to be removed.
- 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, submit verification of compliance with the contractor's safety procedures to the Architect, and notify the Owner in writing a minimum of 24 hours prior to work.
- Existing Fire Alarm System: Maintain existing system in service until new system is installed and tested. Disable system only to make switchovers and connections. Minimize outage duration. Notify owner before partially or completely disabling system.
- The existing television, telephone, computer data, intrusion detection and intercom system shall remain operable during construction. Plan and execute the work accordingly. Provide temporary wiring and facilities as may be required.

#### DEMOLITION AND EXTENSION OF EXISTING ELECTRICAL WORK:

- Maintain electrical service to areas outside of the construction area.

- Remove, relocate, and extend existing installations to accommodate new construction.
- Remove abandoned wiring to source of supply.
- Remove exposed abandoned conduit, including abandoned conduit above accessible ceiling finishes. Cut conduit flush with walls and floors, and patch surfaces.
- 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.
- Disconnect and remove abandoned panelboards and distribution equipment.
- Disconnect and remove electrical devices and equipment serving utilization equipment that has been removed.
- Disconnect and remove abandoned luminaries. Remove brackets, stems, hangers, and other accessories.
- Repair adjacent construction and finishes damaged during demolition and extension work.
- Maintain access to existing electrical installations that remain active. Modify installation or provide access panel as appropriate.
- Extend existing installations using materials and methods compatible with existing electrical installations, or as specified.
- All demolished ballasts and lamps shall be recycled.
- Remove all abandoned conductors and cables within the construction area.
- Support all existing communication cables within the construction area.
- Provide fire stopping for all existing communication conduit fire rated wall penetrations within the construction area.

#### CONSTRUCTION PHASING:

Plan and execute the work in accordance with the construction phasing indicated on the Architectural plans. Test and certify all systems, by phase of construction, so that "partial occupancy" can be obtained.

#### REUSE OF EXISTING MATERIALS:

Where new devices are to replace existing, it shall be permissible to reuse existing outlet boxes and branch circuit conduits. It shall be the responsibility of the Contractor to ensure that existing outlet boxes and conduits that are reused comply with requirements for new.

The reuse of conduits (not remaining in place), conductors, and devices is not permitted.

#### CUTTING AND PATCHING:

##### Structural Limitations:

Do not cut structural framing, walls, floors, decks, and other members intended to withstand stress, except with the Architect's written authorization. Authorization will be granted only when there is no other reasonable method for completing the electrical work, and where the proposed cutting clearly does not materially weaken the structure.

##### Cutting Concrete:

Where authorized, cut openings through concrete (for conduit penetrations and similar services) by core drilling or sawing. Do not cut by hammer-driven chisel or drill. Prior to cutting of existing concrete walls, floors, or ceilings x-ray existing concrete to locate existing hidden utilities.

##### Other Work:

Do not endanger or damage other work through the procedures and process of cutting to accommodate electrical work. Review the proposed cutting with the Installer of the work to be cut, and comply with his recommendations to minimize damage. Where necessary, engage the original Installer or other specialists to execute the cutting in the recommended manner.

##### Patching:

Where patching is required to restore other work, because of cutting or other damage inflicted during the installation of electrical work, execute the patching in the manner recommended by the original Installer. Restore the other work in every respect, including the elimination of visual defects in exposed finished, as judged by the Architect. Engage the original Installer to complete patching of various categories of work including: concrete and masonry finishing, waterproofing and roofing, exposed wall finishes, etc.

#### CLEANING AND REPAIR

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

##### Panelboards:

Clean exposed surfaces and check tightness of electrical connections. Replace damaged circuit breakers and provide closure plates for vacant positions.

#### LABELING

Provide typed circuit directory showing revised circuiting arrangement.

Provide and install a new engraved nameplate for all electrical panels that have been modified during construction. Refer to the panelboard specification section for labeling requirements.

End of Section 260501

## SECTION 260502 - ELECTRICAL ACCEPTANCE TESTS

### PART 1 - GENERAL

#### SUBMITTALS:

Refer to section 260510.

#### REFERENCES:

- ANSI/NETA ATS, "Standard for Acceptance Testing Specifications

#### SCOPE OF WORK:

- Acceptance tests shall be performed in accordance with the current version of ASNI/NETA ATS and by an independent testing agency.
- Tests shall be performed in accordance with applicable codes, standards, and equipment manufacturers' instruction.
- The Contractor shall provide all test equipment, materials and labor necessary to perform the tests, and shall coordinate with the other trades for necessary services, such as scaffolding and the uncoupling of motors.
- Tests shall consist of visual inspections, manual operations, and electrical testing under all normal and expected abnormal operating conditions.
- The Owner shall be notified at least 2 weeks in advance of all tests.
- Tests shall be witnessed by the Engineer unless such witnessing is waived in writing.
- The Engineer shall be provided with a written test report, signed and dated, for all tests.
- Acceptance testing shall be provided and reviewed by the USC Project Manager prior to energizing of electrical equipment. Phasing may require multiple trips/tests/reports and after hours work.

#### TESTING CRITERIA:

- High potential tests shall be performed at the AC or DC voltage listed in ASNI/NETA ATS unless specified otherwise herein. Do not perform more than one high potential test on any item without authorization from the Owner.
- Dielectric absorption tests shall be performed with a 2,500 volt DC megger.
- Megger tests shall be performed at a DC voltage of 1,000 volts for 600 volt rated equipment, and at a DC voltage of 500 volts for 120-300 volt rated equipment.

- Continuity checks shall be performed with a low voltage DC meter, light or bell.
- Test instruments shall be calibrated to national standards to insure the accuracy of tests. These calibration reports shall be made available to the Owner when requested. Depending upon frequency of use, the instruments shall be calibrated at least every 12 months.

## PART 2 - PRODUCTS

Not Used.

## PART 3 - EXECUTION

### VISUAL INSPECTIONS:

Prior to manual operation and electrical testing, verify the following:

- The equipment is free from damage and defects.
- The equipment has been lubricated.
- The ventilation louvers are open and unobstructed.
- Electrical connections have been tightened.
- Voltages, phases, and rotation have been identified.
- Terminations have been identified.
- Equipment labels have been installed.
- The equipment has been calibrated.
- The equipment is ready to be electrically tested.

### MANUAL OPERATIONS:

Prior to electrical testing, verify the following:

- Mechanical components operate smoothly and freely.
- Mechanical stops, limit switches, etc., are properly adjusted.

### ELECTRICAL ACCEPTANCE TESTS:

#### 600 Volt Power Cables

- A continuity check and a 1,000 volt DC megger test shall be performed on 600 volt power cables No. 4 AWG and larger. The megger test shall be performed between each pair of conductors and from each conductor to ground. Each test shall be performed for 15 seconds or until the insulation resistance value stabilizes.
- The insulation resistance between conductors, and from each conductor to ground, shall be 100 megohms minimum in one minute or less. In addition, the lowest insulation resistance value shall not differ from the highest value by more than 20 percent. If all megger readings for a given circuit are above 1000-megohms, the 20 percent balance requirement may be waived.
- Proper rotation shall be verified.



#### Control Cable

- A continuity check shall be performed on control and instrumentation wiring.

#### Motor Control Equipment

- A 1,000 volt DC megger test shall be performed on buses, motor starters, circuit breakers, and disconnect switches. This test may be combined with the power cable megger test by testing the devices and terminated cables together.
- A continuity check shall be performed on motor control circuits and control panel internal wiring.
- An operational test shall be performed on the motor controls.

End of Section 260502

## SECTION 260510 – ELECTRICAL SUBMITTALS

### PART 1 - GENERAL

#### RELATED REQUIREMENTS:

Comply with the applicable requirements of the Division 1 specifications (013300) and the requirements of this Division of the specifications.

#### SUBMITTALS:

Submit for review by the Engineer Architect a schedule with engineering data of materials and equipment to be incorporated in the work. Submittals shall be supported by descriptive materials, i.e., catalog sheets, product data sheets, diagrams, performance curves and charts published by the manufacturer, warranties, etc., to show conformance to Specifications and Plan requirements; model numbers alone shall not be acceptable. Data submitted for review shall contain all information to indicate compliance with Contract Documents. Complete electrical characteristics shall be provided for all equipment. Submittals for lighting fixtures shall include Photometric Data. The Engineer reserves the right to require samples of any equipment to be submitted for review.

The purpose of shop drawing review is to demonstrate to the Architect that the Contractor understands the design concept. The Architect's review of such drawings, schedules, or cuts shall not relieve the Contractor from responsibility for deviations from the drawings or specifications unless he has, in writing, called the Architect's attention to such deviation at the time of submission, and received written permission from the Architect for such deviations.

Where cut sheets include an entire product family, mark all specific items to be utilized for this project on equipment cut sheets. Generic cut sheets with no indication of which items on the cut sheet shall be used will be rejected.

- Response to Submittals: Shop drawings shall be stamped and signed by the Electrical Engineer with the following classifications:
- "No Exceptions Taken": No corrections, no marks. Contractor shall submit copies for distribution
- "Make Corrections Noted": A few minor corrections. Items may be ordered as marked up without further resubmission. Submit copies for distribution.
- "Amend and Resubmit": Minor corrections. Item may be ordered at the Contractor's option. Contractor shall resubmit drawings with corrections noted.
- "Rejected - Resubmit": Major corrections or not in accordance with the contract documents. No items shall be ordered. Contractor shall correct and resubmit drawings.
- Prior Approvals and Shop Drawings must be hand delivered, received by mail, or email.
- Submittal data received by facsimile will not be reviewed.

- Equipment and materials requiring submittals:
  1. Section 260500 – Common Work Results for Electrical
    - a. Product Warranties
    - b. Firestopping Materials
  2. Section 260512 – Electrical Coordination
    - a. Coordination Affidavit
    - b. Electrical Coordination Drawings
  3. Section 260519 Low-Voltage Electrical Power Conductors and Cables
    - a. Splice Kits
    - b. Waterproof Wire Connectors
    - c. Wire
  4. Section 260526 – Grounding and Bonding for Electrical Systems
    - a. Grounding Connections
    - b. Ground Wire
    - c. Bonding Bushings
    - d. Bonding Jumper Braid
  5. Section 260529 – Hangers and Supports for Electrical Systems
    - a. Product Data
  6. Section 260533 – Raceway and Boxes for Electrical Systems
    - a. Raceway
    - b. Boxes
    - c. Enclosure ratings
    - d. Dimension data
    - e. Corrosion Protection
  7. Section 260548 – Vibration and Seismic Controls for Electrical Systems
    - a. Submit seismic force level (Fp) calculations from applicable building code.
    - b. Submit pre-approved restraint selections and installation details
    - c. Restraint selection and installation details shall be sealed by a professionally licensed engineer experienced in seismic restraint design.
    - d. Submit manufacturer's product data on strut channels including, but not limited to, types, materials, finishes, gauge thickness, and hole patterns. For each different strut cross-section, submit cross sectional properties including Section Modulus (Sx) and Moment of Inertia (Ix).
  8. Section 260553 Identification for Electrical Systems
    - a. Product data for all labeling products
    - b. Samples of device name plates
  9. Section 262400 Switchboards and Panelboards
    - a. Circuit Breaker
    - b. Circuit Breaker trip curves

- c. Short Circuit Current Rating
10. Section 262813 Fuses
    - a. Fuses
  11. Section 262816 – Enclosed Switches and Circuit Breakers
    - a. Product data
    - b. Enclosures
    - c. Dimensional Data
    - d. Control Wiring Diagrams
    - e. Accessories
    - f. Short Circuit Current Rating
  12. Section 283100 Fire Detection and Alarm System
    - a. Duct-Mounted Smoke Detectors

## PART 2 - PRODUCTS

Not Used.

## PART 3 - EXECUTION

### MANUFACTURER'S DATA:

Include the manufacturer's comprehensive product data sheet and installation instructions. Where operating ranges are shown, mark data to show portion of range required for project application. Where pre-printed data sheet covers more than one distinct product-size, type, material, trim, accessory group or other variations, delete or mark-out portions of the pre-printed data which are not applicable.

### EQUIPMENT LIST:

Where more than one type of a product is being used (i.e. starters, disconnects, breakers, etc.) provide a list with each submittal correlating the type and size of product to the load served.

End of Section 260510

## SECTION 260511 - ELECTRICAL WORK CLOSEOUT

### PART 1 - GENERAL

#### SUBMITTALS:

Refer to section 260510

#### RELATED SECTIONS:

Refer to section 017839 for additional requirements.

### PART 2 - PRODUCTS

#### RECORD DRAWINGS:

Except where otherwise indicated, electrical drawings prepared by Engineer are diagrammatic in nature and may not show locations accurately for various components of electrical system. Shop drawings, including coordination drawings, prepared by the Contractor show portions of work more accurately to scale and location, and in greater detail. It is recognized that actual layout of installed work may vary substantially from both Contractor drawings and shop drawings.

The electrical superintendent shall maintain a white set of contract documents and shop drawings in clean, undamaged condition, for mark-up of actual installations which vary substantially from the work as shown. Mark-up whatever drawings are most capable of showing installed conditions accurately. However, where shop drawings are marked, record a reference note on appropriate contract drawings. Mark with erasable pencil, and use multiple colors to aid in the distinction between work of separate electrical systems. These documents shall be used for no other purpose. In general, record every substantive installation of electrical work which previously is either not shown or shown inaccurately, but in any case record the following:

- Post all addenda prior to beginning work.
- Work concealed behind or within other work, in a non-accessible arrangement.
- Mains and branches of wiring systems, with panelboards and control devices located and numbered, with concealed splices located, and with devices requiring maintenance located.
- Scope of each change order (C.O.), noting C.O. number.

Upon each visit by the Engineer, the Contractor shall demonstrate that the record documents are being kept current, as specified hereinbefore.

#### RECORD MANUALS:

Record manuals shall include the following the following:

- Manufacturer's operation and maintenance manuals for:
  - a. Circuit Breakers
  - b. Fire Alarm System
  - c. Switches

- Shop drawings, revised to reflect all review comments, supplemented with the installation instructions shipped with equipment.
- All Electrical Acceptance Test Reports.
- All Field Quality Control Test Reports.
- Electrical Contractor's Warranty.
- Fire alarm set of floor plans showing actual installed locations of components, conduit, and zones.

Submit record manuals in quantities and in the format prescribed in the Division 1 specifications.

Submit test reports which have been signed and dated by the firm performing the tests, and prepare in the manner specified in the standard or regulation governing the tests procedure as indicated.

#### CLOSEOUT SUBMITTALS:

Maintenance Data: For splices and connectors to include in maintenance manuals.

Software and Firmware Operational Documentation:

- Software operating and upgrade manuals.
- Program Software Backup: On magnetic media or compact disk, complete with data files.
- Device address list.
- Printout of software application and graphic screens.

### PART 3 - EXECUTION

#### INSPECTIONS:

At all construction observations by the Engineer, the Contractor shall demonstrate to the Engineer that all work is complete in accordance with the contract documents and that all systems have been tested and are fully operational. The Contractor shall furnish the personnel, tools and equipment required to inspect and test all systems.

#### TRAINING:

Training shall not be conducted until system has been tested by the Contractor and is 100% operational. Refer to the individual specification sections for additional requirements.

End of Section 260511

## SECTION 260512 - ELECTRICAL COORDINATION

### PART 1 - GENERAL

#### SUBMITTALS:

Refer to section 260510

### PART 2 - PRODUCTS

#### ELECTRICAL WORK SCHEDULE:

After the award of contract, the Contractor shall prepare a detailed schedule (aka milestone chart) using "Microsoft Project" software or equivalent. The Contractor Project Schedule (CPS) shall indicate detailed activities for the projected life of the project. The CPS shall consist of detailed activities and their restraining relationships. It will also detail manpower usage throughout the project.

#### Electrical Work Schedule:

Provide a Gantt chart for review by the Engineer and USC Project Manager at least 10-days prior to beginning work. The chart shall have color-coding to distinguish between demolition and renovation tasks as well as any other specific tasks. The Gantt chart shall include the following items:

- Date of on-site arrival of electrical equipment and accessories required for system installation.
- Estimated dates and duration of all service outage times.
- Estimated start date and completion date for the demolition of electrical equipment.
- Estimated start date and completion date for the installation of electrical equipment.
- Estimated dates and duration of required work access to areas that are not in the current phase of work.

#### ELECTRICAL COORDINATION DRAWINGS:

#### Feeders over 100 Amps:

The routing of feeders shown on the drawings are approximate. Actual routing shall be determined by the contractor in accordance with the specifications and shall be coordinated with work by other trades.

#### EQUIPMENT REQUIRING ELECTRICAL SERVICE:

Provide electrical connections for all electrically driven equipment. Final connections are electrical work, except as otherwise noted. Obtain a copy of the shop drawings of equipment. Review shop drawings to verify electrical characteristics and to determine rough-in requirements, final connection requirements, location of disconnect switch, etc. Notify the General Contractor if the information received is ambiguous or incomplete. Keep a copy of these shop drawings at the project site throughout the course of construction.

Equipment to be connected includes, but is not limited to the following:

- HVAC Equipment

- Control Systems

The design of circuits for electrically driven equipment is based on the product of one manufacturer and may not be representative of all acceptable manufacturers. If equipment furnished has differing characteristics, make necessary adjustments to circuit components at no additional cost to the Owner, subject to the approval of the Architect.

Provide motor starters and disconnects for all mechanical equipment unless provided by the mechanical contractor.

### PART 3 - EXECUTION

#### COORDINATION OF MECHANICAL INSTALLATION:

Attachment Number 1 shall be filled out and returned with shop drawing submittals. The intent of Attachment Number 1 is to ensure that the electrical requirements for equipment have been reviewed and coordinated by the Contractor. No electrical equipment shall be ordered, nor shall rough-in begin, before this coordination has taken place. This document shall be returned appropriately marked whether or not any changes are deemed to be necessary by the contractor.



ATTACHMENT NO. 1

SHOP DRAWING COORDINATION AFFIDAVIT

I, the undersigned, certify that I have reviewed the equipment shop drawings for electrically driven equipment and that the accompanying electrical shop drawings reflect the requirements of the actual equipment to be furnished for use on this project. The following deviations from design drawings were required to serve the furnished equipment:

ITEM	CKT.DESIG.	BKR.SIZE		CONDUIT/WIRE		DISC.SIZE		STARTER	
		New	Old	New	Old	New	Old	New	Old

---

NOTE: If no deviations are required please indicate by circling the appropriate answer above your signature.

PROJECT: \_\_\_\_\_ DEVIATIONS: Yes / No

COMPANY: \_\_\_\_\_

TITLE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ DATE: \_\_\_\_\_

IT IS THE RESPONSIBILITY OF THE DIVISION 16 CONTRACTOR TO OBTAIN SHOP DRAWING INFORMATION FROM OTHER TRADES. FAILURE TO PERFORM THE WORK REQUIRED BY THIS AFFIDAVIT, PRIOR TO ORDERING MATERIALS OR ROUGHING-IN, MAY RESULT IN IMPROPER CONNECTIONS BEING PROVIDED. THE EXPENSE OF CORRECTIVE MEASURES, IF REQUIRED, SHALL BE BORNE BY THE CONTRACTOR.

End of Section 260512

## SECTION 260519 – LOW-VOLTAGE ELECTRICAL POWER CONDUCTORS AND CABLES

### PART 1 - GENERAL

#### SUMMARY:

This section includes the requirements for the following:

- Wire and cable for 600 volts and less.
- Wiring connectors and connections.

#### SUBMITTALS:

Refer to section 250510.

#### QUALITY ASSURANCE:

Conform to requirements of NFPA 70.

Furnish products listed and classified by Underwriters Laboratories Inc. as suitable for the purpose specified and indicated.

#### REFERENCE STANDARDS:

- NECA 1 - Standard for Good Workmanship in Electrical Contracting; National Electrical Contractors Association; current edition.
- NETA STD ATS - Acceptance Testing Specifications for Electrical Power Distribution Equipment and Systems; International Electrical Testing Association; current edition.
- NFPA 70 - National Electrical Code; National Fire Protection Association, current edition.

### PART 2 - PRODUCTS

#### WIRING REQUIREMENTS:

- Concealed Dry Interior Locations: Use only THHN, THHW, or XHHW wire in raceway.
- Exposed Dry Interior Locations: Use only THHN, THHW, or XHHW in raceway.
- Above Accessible Ceilings: Use only THHN, THHW, or XHHW in raceway.
- Wet or Damp Interior Locations: Use only THHW, or XHHW in raceway.
- Exterior locations (above or below grade) XHHW or USE in raceway.
- Use conductors not smaller than 12 AWG for power and lighting circuits.

- Use conductors not smaller than 14 AWG for control circuits.
- Metal Clad (MC) cable shall not be used unless prior approval has been granted by the architect and engineer.

**BUILDING WIRE:**

- Conductor: Copper.
- Insulation Voltage Rating: 600 volts.

**PART 3 - EXECUTION**

**INSTALLATION:**

- Pull all conductors into raceway at same time.
- Use suitable wire pulling lubricant for building wire 4 AWG and larger. Do not exceed manufacturers recommended maximum pulling tensions and sidewall pressure values.
- Use pulling means, including fish tape, cable, rope, and basket-weave wire/cable grips that will not damage cables or raceway.
- Neatly train and lace wiring inside boxes, equipment, and panelboards.
- Clean conductor surfaces before installing lugs and connectors.
- Make splices, taps, and terminations to carry full ampacity of conductors with no perceptible temperature rise.
- Use split bolt connectors or compression fittings for splices and taps on conductors 6 AWG and larger. Tape uninsulated conductors and connector with electrical tape to 150 percent of insulation rating of conductor.
- Use solderless pressure connectors with insulating covers for copper conductor splices and taps, 8 AWG and smaller.
- Use insulated spring wire connectors with plastic caps for copper conductor splices and taps, 10 AWG and smaller.
- Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values or UL 486A and UL 486B.
- Identify and color code wire and cable under provisions of Section 26 05 53. Identify each conductor with its circuit number or other designation indicated.
- For each electrical connection/termination, provide a complete assembly of materials, including but not necessarily limited to, pressure connectors, terminals (lugs), electrical insulating tape,

heat-shrinkable insulating tubing, cable ties, solderless wire nuts, and other materials necessary to complete splices and terminations. Torque all connections according to installation instructions.

- Motor connections shall be made with compression connectors forming a bolted in-line or stub-type connection.
- Splicing of feeder conductors shall not be acceptable, unless specifically indicated on the drawing. Where splicing of feeder conductors is indicated, splices shall be made using compression type butt splice.
- All splices made underground or in the pipe basement shall be rated suitable for water immersion.
- Support for Conductors in Vertical Conduit: Factory-fabricated assembly consisting of threaded body and insulating wedging plug or plugs for cables in riser conduits. Plugs shall have number, size, and shape of conductor gripping pieces as required to suit individual conductors or cables supported. Body shall be malleable iron.

#### LABELING:

##### Color Coding:

- Color shall be green for grounding conductors.
- The color of the circuit conductors shall be as follows:

120/208 volt, 3-phase	Phase A - Black
	Phase B - Red
	Phase C - Blue
	Neutral - White

#### FIELD QUALITY CONTROL:

Inspect and test in accordance with NETA STD ATS, except Section 4.

Perform inspections and tests listed in NETA STD ATS, Section 7.3.2.

End of Section 260519

## SECTION 260526 – GROUNDING AND BONDING FOR ELECTRICAL SYSTEMS

### PART 1 - GENERAL

#### SUMMARY:

Grounding and bonding components.

#### SUBMITTALS:

Refer to section 260510.

#### QUALITY ASSURANCE:

Conform to requirements of NFPA 70.

#### REFERENCES:

- NETA STD ATS - Acceptance Testing Specifications for Electrical Power Distribution Equipment and Systems; International Electrical Testing Association; current edition.
- NFPA 70 - National Electrical Code; National Fire Protection Association; current edition.
- NFPA 99 - Standard for Health Care Facilities; National Fire Protection Association; current edition.
- IEEE Standard 142 “Green Book” – Recommended Practices for Grounding of industrial and Commercial Power Systems; current edition.

### PART 2 - PRODUCTS

#### CONDUCTORS:

Bonding Jumper Braid:

Copper braided tape, sized for application.

Electrical Grounding conductors:

Unless otherwise indicated, provide bare or green insulated stranded copper electrical grounding conductors sized according to NEC or as shown or specified. Provide green insulated for conductors sized No. 10 AWG and smaller.

#### GROUND CONNECTIONS:

Above Grade:

- Bonding Jumpers: compression type connectors, using zinc-plated fasteners and external tooth lock washers.
- Rack and Cabinet Ground Bars: one-hole compression-type lugs using zinc-plated or copper alloy fasteners.

#### EQUIPMENT RACK AND CABINET GROUND BARS:

Provide solid copper ground bars designed for mounting on the framework of open or cabinet-enclosed equipment racks with minimum dimensions of 3/8 inch x 3/4 inch unless noted otherwise.

#### Busbar Connectors:

Cast silicon bronze, solderless, mechanical connector; with a long barrel and two holes spaced on 5/8- or 1-inch (15.8- or 25.4-mm) centers for a two-bolt connection to the busbar.

#### Rack- and Cabinet-Mounted Equipment:

Bond powered equipment chassis to the cabinet or rack grounding bar. Power connection shall comply with NFPA 70; the equipment grounding conductor in the power cord of cord- and plug-connected equipment shall be considered as a supplement to bonding requirements in this Section.

#### GROUND TERMINAL BLOCKS:

At any equipment mounting location (e.g. backboards and hinged cover enclosures) where rack-type ground bars cannot be mounted, provide screw lug-type terminal blocks.

### PART 3 - EXECUTION

#### EXAMINATION:

Verify existing conditions prior to beginning work.

#### CORROSION INHIBITORS:

When making ground and ground bonding connections, apply a corrosion inhibitor to all contact surfaces. Use corrosion inhibitor appropriate for protecting a connection between the metals used.

Where concrete penetration is necessary, non-metallic conduit shall be cast flush with the points of concrete entrance and exit so as to provide an opening for the ground wire and the opening shall be sealed with a suitable compound after installation of the ground wire.

#### SECONDARY EQUIPMENT AND CIRCUITS:

##### Disconnects and Switchboards:

Connect metallic conduits, which terminate without mechanical connection to the housing, by grounding bushings and grounding conductor to the equipment ground bus.

##### Feeders and Branch Circuits:

Install equipment grounding conductors with all feeders and power and lighting branch circuits, sized in accordance with Article 250 of NFPA 70.

##### Boxes, Cabinets, Enclosures, and Panelboards:

- Bond the equipment grounding conductor to each pullbox, junction box, outlet box, device box, cabinets, and other enclosures through which the conductor passes (except for special grounding systems for intensive care units and other critical units shown).

- Provide lugs in each box and enclosure for equipment grounding conductor termination.
- Provide ground bars in panelboards, bolted to the housing, with sufficient lugs to terminate the equipment grounding conductors.

**Motors and Starters:**

Provide lugs in motor terminal box and starter housing or motor control center compartment to terminate equipment grounding conductors.

Receptacles shall not be grounded through their mounting screws. Ground with a jumper from the receptacle green ground terminal to the device box ground screw and the branch circuit equipment grounding conductor.

Fixed electrical appliances and equipment shall be provided with a ground lug for termination of the equipment grounding conductor.

**Metallic Conduit:**

Metallic conduits which terminate without mechanical connection to an electrical equipment housing by means of locknut and bushings or adapters, shall be provided with grounding bushings. Connect bushings with a bare grounding conductor to the equipment ground bus.

**FIELD QUALITY CONTROL**

Inspect and test in accordance with NETA STD ATS except Section 4.

Perform inspections and tests listed in NETA STD ATS, Section 7.13.

End of Section 260526

## SECTION 260529 – HANGERS AND SUPPORTS FOR ELECTRICAL SYSTEMS

### PART 1 - GENERAL

#### SUMMARY:

This section includes the requirements for the following:

- Conduit and equipment supports.
- Anchors and fasteners.

#### SUBMITTALS:

Refer to section 260510.

#### QUALITY ASSURANCE:

Conform to requirements of NFPA 70.

Products: Listed and classified by Underwriters Laboratories Inc. as suitable for the purpose specified and indicated.

#### REFERENCE STANDARDS:

- NECA 1 - Standard Practices for Good Workmanship in Electrical Contracting; National Electrical Contractors Association; current edition.

### PART 2 - PRODUCTS

#### MATERIALS:

Hangers, Supports, Anchors, and Fasteners - General:

Corrosion-resistant materials of size and type adequate to carry the loads of equipment and conduit, including weight of wire in conduit.

Supports: Fabricated of structural steel or formed steel members; galvanized.

Anchors and Fasteners:

- Do not use powder-actuated anchors.
- Concrete Structural Elements: Use precast inserts, expansion anchors, or preset inserts.
- Steel Structural Elements: Use beam clamps, steel spring clips, steel ramset fasteners, or welded fasteners.
- Concrete Surfaces: Use self-drilling anchors or expansion anchors.
- Hollow Masonry, Plaster, and Gypsum Board Partitions: Use toggle bolts or hollow wall fasteners.
- Solid Masonry Walls: Use expansion anchors or preset inserts.
- Sheet Metal: Use sheet metal screws.
- Wood Elements: Use wood screws.



### PART 3 - EXECUTION

#### INSTALLATION:

Install hangers and supports as required to adequately and securely support electrical system components, in a neat and workmanlike manner, as specified in NECA 1.

- Do not fasten supports to pipes, ducts, mechanical equipment, or conduit.

#### Cutting or Holes:

- Locate holes in advance where they are proposed in the structural sections such as ribs or beams. Obtain the approval of the Structural Engineer prior to drilling through structural sections.
- Cut holes through concrete and masonry in new and existing structures with a diamond core drill or concrete saw. Pneumatic hammer, impact electric, hand or manual hammer type drills are not allowed, except where permitted by the USC Project Manager as required by limited working space.

Rigidly weld support members or use hexagon-head bolts to present neat appearance with adequate strength and rigidity. Use spring lock washers under all nuts.

Install surface-mounted cabinets and panelboards with minimum of four anchors.

In wet and damp locations use steel channel supports to stand cabinets, disconnects and panelboards 1 inch (25 mm) off wall.

Use sheet metal channel to bridge studs above and below cabinets and panelboards recessed in hollow partitions.

Use stamped steel bridges to fasten flush mounting outlet box between studs.

Use adjustable steel channel fasteners for hung ceiling outlet box.

Do not fasten boxes to ceiling support wires.

Support boxes independently of conduit, except cast box that is connected to two rigid metal conduits both supported within 12 inches of box.

Support conduit using coated steel or malleable iron straps, lay-in adjustable hangers, clevis hangers, and split hangers.

Group related conduits; support using conduit rack. Construct rack using steel channel; provide space on each for 25 percent additional conduits

Do not support conduit with wire, wire ties, or perforated pipe straps. Remove wire used for temporary supports.

Do not attach conduit to ceiling support wires.

End of Section 260529

## SECTION 260533 – RACEWAY AND BOXES FOR ELECTRICAL SYSTEMS

### PART 1 - GENERAL

#### SUBMITTALS:

Refer to section 260510

#### QUALITY ASSURANCE:

Products: Listed and classified by Underwriters Laboratories Inc. as suitable for purpose specified and shown.

#### REFERENCE STANDARDS:

- ANSI C80.1 - American National Standard for Electrical Rigid Steel Conduit (ERSC); current edition
- ANSI C80.3 - American National Standard for Steel Electrical Metallic Tubing (EMT); current edition
- ANSI C80.5 - American National Standard for Electrical Rigid Aluminum Conduit (ERAC); current edition
- NECA 1 - Standard Practices for Good Workmanship in Electrical Contracting; National Electrical Contractors Association; current edition
- NECA 101 - Standard for Installing Steel Conduit (Rigid, IMC, EMT); National Electrical Contractors Association; current edition
- NEMA FB 1 - Fittings, Cast Metal Boxes, and Conduit Bodies for Conduit, Electrical Metallic Tubing, and Cable; National Electrical Manufacturers Association; current edition

#### DELIVERY, STORAGE, AND HANDLING:

Accept conduit on site. Inspect for damage.

Protect conduit from corrosion and entrance of debris by storing above grade. Provide appropriate covering.

### PART 2 - PRODUCTS

#### CONDUIT REQUIREMENTS:

- Conduit Size: Comply with NFPA 70.
  1. Minimum Size: 3/4 inch

- Wet and Damp Locations:
  1. Exterior above ground: RMC, IMC, or LTFMC
  2. Interior: RMC, IMC, or LTFMC
- Dry Locations:
  1. Concealed: Use EMT or FMC (FMC shall be only used with restrictions, see conduit installation)
  2. Exposed: Use EMT or FMC (FMC shall be only used with restrictions, see conduit installation)
- Areas subject to physical damage: RMC, IMC, or LTFMC(LTFMC shall be only used with restrictions, see conduit installation)

#### METAL CONDUIT:

- Rigid Steel Galvanized Conduit (RMC): ANSI C80.1.
- Intermediate Metal Conduit (IMC): ANSI C80.6.
- Fittings and Conduit Bodies: NEMA FB 1; material to match conduit.
  1. Fittings shall meet the requirements of UL 514B and ANSI/ NEMA FB1.
  2. Standard threaded couplings, locknuts, bushings, and elbows: Only steel or malleable iron materials are acceptable. Integral retractable type IMC couplings are also acceptable.
  3. Die-cast or pressure-cast zinc-alloy fittings or fittings made of "pot metal" are prohibited.
  4. Locknuts: Bonding type with sharp edges for digging into the metal wall of an enclosure.
  5. Bushings: Metallic insulating type, consisting of an insulating insert molded or locked into the metallic body of the fitting. Bushings made entirely of metal or nonmetallic material are not permitted.
  6. Sealing fittings: Threaded cast iron type. Use continuous drain type sealing fittings to prevent passage of water vapor. In concealed work, install fittings in flush steel boxes with blank cover plates having the same finishes as that of other electrical plates in the room.

#### FLEXIBLE METAL CONDUIT:

- FMC Description: Interlocked steel construction.
- Fittings: NEMA FB 1.
  1. Conform to UL 514B. Only steel or malleable iron materials are acceptable.
  2. Die-cast or pressure-cast zinc-alloy fittings or fittings made of "pot metal" are prohibited.
  3. Clamp type, with insulated throat.

#### LIQUIDTIGHT FLEXIBLE METAL CONDUIT:

- LTFMC Description: Interlocked steel construction with PVC jacket. Liquid-tight flexible metal conduit: Shall Conform to UL 360.
- Fittings: UL 514B and ANSI/ NEMA FB1.

1. Only steel or malleable iron materials are acceptable.
2. Die-cast or pressure-cast zinc-alloy fittings or fittings made of "pot metal" are prohibited.
3. Fittings must incorporate a threaded grounding cone, a steel or plastic compression ring, and a gland for tightening. Connectors shall have insulated throats.
4. Coating for Fittings for PVC-Coated Conduit: Minimum thickness, 0.040 inch, with overlapping sleeves protecting threaded joints.

#### ELECTRICAL METALLIC TUBING:

- EMT Description: ANSI C80.3
- Fittings and Conduit Bodies: NEMA FB 1; steel compression type.
  1. Fittings shall meet the requirements of UL 514B and ANSI/ NEMA FB1.
  2. Only steel or malleable iron materials are acceptable.
  3. Die-cast or pressure-cast zinc-alloy fittings or fittings made of "pot metal" are prohibited.
  4. Couplings and connectors: Concrete tight and rain tight, with connectors having insulated throats. Use gland and ring compression type couplings and connectors for conduit sizes 50 mm (2 inches) and smaller. Use set screw type couplings with four set screws each for conduit sizes over 50 mm (2 inches). Use set screws of case-hardened steel with hex head and cup point to firmly seat in wall of conduit for positive grounding.
  5. Indent type connectors or couplings are prohibited.

#### NONMETALLIC CONDUIT:

- RNC: Direct burial plastic conduit: Shall conform to UL 651 and UL 651A, heavy wall PVC or high density polyethylene (PE).
- RNC: NEMA TC 2, schedule 80 PVC
- Fittings shall meet the requirements of UL 514C and NEMA TC3
- Fittings for RNC: NEMA TC 3; match to conduit or tubing type and material.

#### EXPANSION AND DEFLECTION COUPLINGS:

- Conform to UL 467 and UL 514B.
- Accommodate, 0.75 inch deflection, expansion, or contraction in any direction, and allow 30 degree angular deflections.
- Include internal flexible metal braid sized to guarantee conduit ground continuity and fault currents in accordance with UL 467, and the NEC code tables for ground conductors.
- Jacket: Flexible, corrosion resistant, watertight, moisture and heat resistant molded rubber material with stainless steel jacket clamps.

#### CORROSION PROTECTION:

- Corrosion protection for conduits passing through concrete slabs shall be by one of the following means: field-wrapped with 3M Scotchrap No. 50, 2-inch wide (minimum), with a 50 percent overlay, or shall have a factory-applied polyvinyl chloride, plastic resin, or epoxy coating.

### PART 3 - EXECUTION

#### EXAMINATION:

- Verify routing and termination locations of conduit prior to rough-in.
- Conduit routing is shown on drawings in approximate locations unless dimensioned. Route as required to provide a complete wiring system.

#### CONDUIT INSTALLATION:

- Install conduit securely, in a neat and workmanlike manner, as specified in NECA 101.
- Waterproofing: At floor, exterior wall, and roof conduit penetrations, completely seal clearances around the conduit and make watertight.
- Arrange supports to prevent misalignment during wiring installation.
- Arrange conduit to maintain headroom and present neat appearance.
- Route exposed conduit parallel and perpendicular to walls.
- Route conduit installed above accessible ceilings parallel and perpendicular to walls.
- Route conduit in and under slab from point-to-point.
- Maintain adequate clearance between conduit and piping.
- Maintain 12 inch (300 mm) clearance between conduit and surfaces with temperatures exceeding 104 degrees F (40 degrees C).
- Cut conduit square using saw or pipecutter; de-burr cut ends.
- Bring conduit to shoulder of fittings; fasten securely.
- For power conduits install no more than equivalent of three 90 degree bends between boxes. Use conduit bodies to make sharp changes in direction, as around beams. Use hydraulic one shot bender to fabricate bends in metal conduit larger than 2 inch (50 mm) size.
- For communication conduits install no more than the equivalent of two 90 degree bends between pull points. Use conduit bodies to make sharp changes in direction, as around beams. Use hydraulic one shot bender to fabricate bends in metal conduit larger than 2 inch (50 mm) size.

- Avoid moisture traps; provide junction box with drain fitting at low points in conduit system.
- Provide suitable fittings to accommodate expansion and deflection where conduit crosses seismic, control, and expansion joints.
- Provide suitable pull string in each empty conduit except sleeves and nipples.
- Use suitable caps to protect installed conduit against entrance of dirt and moisture.
- Do not install FMC or LTFMC in lengths over 6'.
- Use LTFMC or FMC only to connect to equipment subject to vibration or to suspended light fixtures.
- Wherever possible, install horizontal raceway runs above water and drain piping. Give the right-of-way in confined spaces to piping that must slope for drainage and to larger HVAC ductwork and similar services that are less conformable than electrical services.
- Complete the installation of electrical raceways before starting installation of cables within raceways.
- Raceways shall not be installed exposed in finished spaces. Install concealed in walls, ceilings, below slab-on-grade or embedded in slabs above grade.

#### BOX INSTALLATION:

- Boxes for Concealed Conduits:
  1. Flush mounted.
  2. Provide raised covers for boxes to suit the wall or ceiling, construction and finish.
- In addition to boxes shown, install additional boxes where needed to prevent damage to cables and wires during pulling in operations.
- Remove only knockouts as required and plug unused openings. Use threaded plugs for cast metal boxes and snap-in metal covers for sheet metal boxes.
- Minimum size of outlet boxes for ground fault interrupter (GFI) receptacles is 4 inches square by 2-1/8 inches deep, with device covers for the wall material and thickness involved.

#### IDENTIFICATION:

- Stencil or install phenolic nameplates on covers of the boxes identified on riser diagrams; for example "SIG-FA JB No. 1"
- On all junction box covers, identify the circuits with black marker.

End of Section 260533

## SECTION 260548 – VIBRATION AND SEISMIC CONTROLS FOR ELECTRICAL SYSTEMS

### PART 1 - GENERAL

#### SUBMITTALS:

Refer to section 260510

#### QUALITY ASSURANCE:

Submittals must be signed and sealed shop drawings from a professional engineer licensed in the state that the project is located in. Shop drawings to include project specific details, sketches, product data cut sheets.

The contractor shall provide pre-engineered seismic restraint systems to meet total design lateral force requirements for support and restraint of piping, conduit, cable trays and other similar systems and equipment where required by the applicable building code.

System Supports/Restraints Manufactures shall be firms regularly engaged in the manufacture of products of the types specified in this section, whose products have been in satisfactory use in similar service for not less than 5 years.

### PART 2 - PRODUCTS

#### SEISMIC BRACING:

##### General:

- Seismic restraint designer shall coordinate all attachments with the structural engineer of record.
- Design analysis shall include calculated dead loads, static seismic loads, and capacity of materials utilized for the connection of the equipment or system to the structure.
- Analysis shall detail anchoring methods, bolt diameter, and embedment depth.
- All seismic restraint devices shall be designed to accept without failure the forces calculated per the details and notes on the construction documents

Friction from gravity loads shall not be considered resistance to seismic forces.

### PART 3 - EXECUTION

#### INSTALLATION:

- All seismic restraint systems shall be installed in strict accordance with the manufacturer's seismic restraint guidelines manual and all certified submittal data
- Installation of seismic restraints shall not cause any change in position of equipment or piping, resulting in stresses or misalignment.

- No rigid connections between equipment and the building structure shall be made that degrade the noise and vibration-isolation system specified.
- Do not install any equipment, piping, duct, or conduit that makes rigid connections with the building.
- Prior to installation, bring to the engineer's attention any discrepancies between the specifications and the field conditions, or changes required due to specific equipment selection.
- Bracing may occur from flanges of structural beams, upper truss cords of bar joists, cast in place inserts, or wedge-type concrete anchors. Consult structural engineer of record.
- Overstressing of the building structure shall not occur from overhead support of equipment. Bracing attached to structural members may present additional stresses. The contractor shall submit loads to the structural engineer of record for approval in this event.
- Brace support rods when necessary to accept compressive loads. Welding of compressive braces to the vertical support rods is not acceptable.
- Provide reinforced clevis bolts where required.
- Seismic restraints shall be mechanically attached to the system. Looping restraints around the system is not acceptable.
- Do not brace a system to two independent structures such as a ceiling and wall.
- Provide appropriately sized openings in walls, floors, and ceilings for anticipated seismic movement.
- Provide seismic controls as required for all existing electrical items exposed during renovations.

FIELD QUALITY CONTROL:

Inspect all seismic supports after installation and submit a report from a professional engineer licensed in the state that the project is located in.

End of Section 260548



## SECTION 260553 – IDENTIFICATION FOR ELECTRICAL SYSTEMS

### PART 1 - GENERAL

#### SUBMITTALS:

Refer to section 260510

### PART 2 - PRODUCTS

#### NAMEPLATES AND LABELS:

Nameplates: Engraved three-layer laminated plastic, black letters on white background unless noted otherwise.

Locations: Each electrical distribution and control equipment enclosure.

Letter Size: Use 1/4 inch (6 mm) letters for identifying grouped equipment and loads.

Labels: Embossed adhesive tape, with 3/16 inch (5 mm) white letters on black background. Use only for identification of individual wall switches, receptacles, and control device stations.

Plenum-Rated Cable Ties: Self extinguishing, UV stabilized, one piece, self locking.

- Minimum Width: 3/16 inch (5 mm).
- Tensile Strength at 73 deg F (23 deg C), According to ASTM D 638: 7000 psi (48.2 MPa).
- UL 94 Flame Rating: 94V-0.
- Temperature Range: Minus 50 to plus 284 deg F (Minus 46 to plus 140 deg C).
- Color: burgundy.

### PART 3 - EXECUTION

#### PREPARATION:

Degrease and clean surfaces to receive nameplates and labels.

#### INSTALLATION:

- Install nameplates and labels parallel to equipment lines.
- Secure nameplates to equipment front using corrosion resistant screws.
- Provide name plates on all disconnects and motor starters.

End of Section 260553

## SECTION 262400 – SWITCHBOARDS AND PANELBOARDS

### PART 1 - GENERAL

#### SUBMITTALS:

See section 260510.

#### QUALITY ASSURANCE:

Products: Listed and classified by Underwriters Laboratories Inc. as suitable for the purpose specified and indicated.

#### REFERENCE STANDARDS:

- NECA 1 - Standard Practices for Good Workmanship in Electrical Contracting; National Electrical Contractors Association; current edition.
- NEMA PB 1 - Panelboards; National Electrical Manufacturers Association; current edition.
- NEMA PB 1.1 - General Instructions for Proper Installation, Operation and Maintenance of Panelboards Rated 600 Volts or Less; National Electrical Manufacturers Association; current edition.
- NETA STD ATS - Acceptance Testing Specifications for Electrical Power Distribution Equipment and Systems; International Electrical Testing Association; current edition.

### PART 2 - PRODUCTS

#### MANUFACTURERS:

- Westinghouse

#### SWITCHBOARDS - CIRCUIT BREAKERS:

For circuit breakers over 200 amps provide -Adjustable Trip molded case, solid state adjustable trip type circuit breakers.

Trip units shall have field adjustable tripping characteristics as follows:

- Ampere setting (continuous).
- Long time band.
- Short time trip point.
- Short time delay.
- Instantaneous trip point.

#### SHORT CIRCUIT CURRENT RATING:

Devices which achieve the level of fault protection indicated by means of "series" or "integrated" rating shall not be acceptable unless specifically indicated on the drawings. All panelboards shall be fully rated.

Minimum SSCR, 208 Volt Switchboard: Minimum 22,000 amperes rms symmetrical unless noted otherwise on plans.

### PART 3 - EXECUTION

#### INSTALLATION:

Provide engraved plastic nameplates on all switchboard circuit breakers.

Do not splice conductors in panelboard or switchboard enclosure.

Multi-pole breakers shall be common trip, with a single handle.

#### FIELD QUALITY CONTROL:

Inspect and test in accordance with NETA STD ATS, except Section 4.

Perform inspections and tests listed in NETA STD ATS, Section 7.5 for switches, Section 7.6 for circuit breakers.

#### ADJUSTING:

Adjust the breaker trip set points per the values provided by the engineer, per an Overcurrent protective device study provided by the contractor.

Measure steady state load currents at each panelboard and switchboard feeder modified or installed; rearrange circuits in the panelboard and switchboard to balance the phase loads to within 20 percent of each other. Maintain proper phasing for multi-wire branch circuits.

Touch-up scratched or marred surfaces to match original finish.

Clean all debris from panel interiors.

#### LABELING:

Provide laminated plastic nameplate for main and for each feeder circuit. Nameplates shall be secured to switchboard with two screws.

End of Section 262400

## SECTION 262813 – FUSES

### PART 1 - GENERAL

#### SUBMITTALS:

Refer to Section 260510

#### QUALITY ASSURANCE:

Conform to requirements of NFPA 70.

Products: Listed and classified by Underwriters Laboratories Inc. as suitable for the purpose specified and indicated.

### PART 2 - PRODUCTS

#### MANUFACTURERS:

- Cooper Bussman
- Ferraz Shawmut
- Littelfuse

#### FUSES – GENERAL

Dimensions and Performance: NEMA FU 1, Class as specified or indicated.

Voltage: Rating suitable for circuit phase-to-phase voltage.

Provide class R5 time delay fused for all motor applications.

### PART 3 - EXECUTION

#### INSTALLATION

Install fuses with label oriented such that manufacturer, type, and size are easily read.

Provide (3) spare fuses for each size installed.

End of Section 262813

## SECTION 262816 – ENCLOSED SWITCHES AND CIRCUIT BREAKERS

### PART 1 - GENERAL

#### SUBMITTALS:

Refer to section 260510.

#### QUALITY ASSURANCE:

- Conform to requirements of NFPA 70.
- Manufacturer Qualifications:  
Company specializing in manufacturing the products specified in this section with minimum three years documented experience.
- Products:  
Furnish products listed and classified by Underwriters Laboratories Inc.; or testing firm acceptable to authority having jurisdiction as suitable for purpose specified and indicated.

#### REFERENCES:

- NEMA FU 1 - Low Voltage Cartridge Fuses; National Electrical Manufacturers Association; current edition.
- NEMA KS 1 - Enclosed and Miscellaneous Distribution Equipment Switches (600 Volts Maximum); National Electrical Manufacturers Association; current edition.
- NETA STD ATS - Acceptance Testing Specifications for Electrical Power Distribution Equipment and Systems; International Electrical Testing Association; current edition.

### PART 2 - PRODUCTS

#### MANUFACTURERS:

- Eaton Electrical/Cutler-Hammer
- GE Industrial
- Square D

#### NON-FUSIBLE SWITCH:

##### Non-fusible Switch Assemblies:

- NEMA KS 1, Type HD enclosed load interrupter knife switch.
- Externally operable handle interlocked to prevent opening front cover with switch in ON position.
- Handle lockable in OFF position.

#### FUSIBLE SWITCH:

##### Fusible Switch Assemblies:

- NEMA KS 1, Type HD enclosed load interrupter knife switch.
- Externally operable handle interlocked to prevent opening front cover with switch in ON position.
- Handle lockable in OFF position.
- Fuse clips: Designed to accommodate NEMA FU1, Class R or J fuse.

#### MOLDED CASE CIRCUIT BREAKERS:

Molded Case Circuit Breakers for circuit breakers smaller than 200 amps:

UL listed for the following service conditions: Temperature: 40 degrees C. Provide HVAC rated breakers where they serve HVAC equipment.

##### Field-Adjustable Trip Circuit Breakers:

Provide circuit breakers with frame sizes 200 amperes and larger with mechanism for adjusting long time and short time current

#### ENCLOSURES

Enclosures: NEMA KS 1.

- Exterior Locations: NEMA 4X stainless steel.

### PART 3 - EXECUTION

#### INSTALLATION:

Install in accordance with Manufacturer's instructions.

Apply adhesive tag on inside door of each fused switch indicating NEMA fuse class and size installed.

All switches associated with outdoor equipment shall be located as close to the equipment as possible (when equipment is in a service yard, switches shall also be in the service yard) and mounted such that the top of the switch is no more than 3'0" above grade. All switches associated with equipment mounted above a lay-in ceiling shall also be located above the lay-in ceiling.

Coordinate safety and disconnect switch installation with surrounding equipment to provide unobstructed access to the switch (4 foot clearance) and to insure that the switch is within sight of the controller or driven equipment.

#### FIELD QUALITY CONTROL:

- Inspect and test in accordance with NETA STD ATS, except Section 4.
- Perform inspections and tests listed in NETA STD ATS, Section 7.5.
- Touch-up scratched or marred surfaces to match original finish.

- Clean all debris from enclosure interiors.
- Test all shunt trip and under voltage trip units.

**LABELING:**

Provide nameplates on all switch enclosures wherein new circuits are modified or installed. Indicate the following information:

- Equipment Switch Serves.
- Branch Circuit.
- Normal (Black with white letters), Emergency Critical (Orange with black letters), or Emergency Life safety (Yellow with black letters)
- Voltage, phase, wire, short circuit current rating
- Date installed

**CLEARANCE AND WORKSPACE :**

Maintain workspace and clearances as required by the NEC for the voltage encountered. No pipes or ducts shall pass above the outline of the switch enclosure. It shall be the responsibility of this Contractor to make sure that other trades do not encroach on this space.

End of Section 262816

## SECTION 283100 - FIRE DETECTION AND ALARM SYSTEM

### PART 1 - GENERAL

#### SUBMITTALS:

Refer to section 260510

#### QUALITY ASSURANCE:

Installer Qualifications: NICET Level III certified fire alarm technician.

- Authorized representative of control unit manufacturer; submit manufacturer's certification that installer is authorized; include name and title of manufacturer's representative making certification.

Each and all items of the Fire Alarm System shall be listed as a product of a single fire alarm system manufacturer under the appropriate category by Underwriters Laboratories, Inc. (UL), and shall bear the "UL" label.

#### RELATED DOCUMENTS:

The system and all associated operations shall be in accordance with the following:

- Guidelines of the following Building Code: IBC
- NFPA 72, National Fire Alarm Code
- NFPA 70, National Electrical Code
- NFPA 101, Life Safety Code
- NFPA 90A, Standard for the Installation of Air Conditioning and Ventilating Systems
- Other applicable NFPA standards
- Local Jurisdictional Adopted Codes and Standards
- ADA Accessibility Guidelines

#### ACCEPTABLE MANUFACTURERS:

Manufacturers: the equipment and service described in this specification are those supplied and supported by SimplexGrinnell and represent to Base Bid for the equipment.

#### SYSTEM DESCRIPTION:

General: Provide initiating devices as indicated on the drawings and as specified herein, and connect to



the existing Simplex fire alarm system.

## PART 2 - PRODUCTS

### DUCT-MOUNTED SMOKE SENSORS:

General: Comply with UL 268, "Smoke Detectors for Fire Protective Signaling Systems." Include the following features:

- Factory Nameplate: Serial number and type identification.
- Operating Voltage: 24 VDC, nominal.
- Self-Restoring: Detectors do not require resetting or readjustment after actuation to restore normal operation.
- Plug-In Arrangement: Sensor and associated electronic components are mounted in a module that connects to a fixed base with a twist-locking plug connection. Base shall provide break-off plastic tab that can be removed to engage the head/base locking mechanism. No special tools shall be required to remove head once it has been locked. Removal of the detector head shall interrupt the supervisory circuit of the fire alarm detection loop and cause a trouble signal at the control unit.
- Each sensor base shall contain an LED that will flash each time it is scanned by the Control Unit (once every 4 seconds). In alarm condition, the sensor base LED shall be on steady.
- Each sensor base shall contain a magnetically actuated test switch to provide for easy alarm testing at the sensor location.
- Each sensor shall be scanned by the Control Unit for its type identification to prevent inadvertent substitution of another sensor type. Upon detection of a "wrong device", the control unit shall operate with the installed device at the default alarm settings for that sensor; 2.5% obscuration for photoelectric sensor, 135-deg F and 15-deg F rate-of-rise for the heat sensor, but shall indicate a "Wrong Device" trouble condition.
- The sensor's electronics shall be immune from false alarms caused by EMI and RFI.
- Sensors include a communication transmitter and receiver in the mounting base having a unique identification and capability for status reporting to the FACP. Sensor address shall be located in base to eliminate false addressing when replacing sensors.
- Removal of the sensor head for cleaning shall not require the setting of addresses.

Bases:

Relay output, sounder and isolator bases shall be supported alternatives to the standard base.

Duct Smoke Sensor:

Photoelectric type, with sampling tube of design and dimensions as recommended by the manufacturer for the specific duct size and installation conditions where applied. Sensor includes relay as required for fan shutdown.

Environmental compensation, programmable sensitivity settings, status testing, and monitoring of sensor

dirt accumulation for the duct sensor shall be provided by the FACP.

- The Duct Housing shall provide a supervised relay driver circuit for driving up to 15 relays with a single "Form C" contact rated at 7A@ 28VDC or 10A@ 120VAC. This auxiliary relay output shall be fully programmable. Relay shall be mounted within 3 feet of HVAC control circuit.
- Duct Housing shall provide a relay control trouble indicator Yellow LED.
- Compact Duct Housing shall have a transparent cover to monitor for the presence of smoke. Cover shall secure to housing by means of four (4) captive fastening screws.
- Duct Housing shall provide two (2) Test Ports for measuring airflow and for testing. These ports will allow aerosol injection in order to test the activation of the duct smoke sensor.
- Duct Housing shall provide a magnetic test area and Red sensor status LED.
- For maintenance purposes, it shall be possible to clean the duct housing sampling tubes by accessing them through the duct housing front cover.
- Each duct sensor shall have a Remote Test Station with an alarm LED and test switch.

### PART 3 - EXECUTION

#### INSTALLATION, GENERAL:

Install system components and all associated devices in accordance with applicable NFPA Standards and manufacturer's recommendations.

Installation personnel shall be supervised by persons who are qualified and experienced in the installation, inspection, and testing of fire alarm systems. Examples of qualified personnel shall include, but not be limited to, the following:

- Factory trained and certified personnel.
- National Institute of Certification in Engineering Technologies (NICET) fire alarm level III certified personnel.
- Personnel licensed or certified by state or local authority.

#### EQUIPMENT INSTALLATION:

Furnish and install duct-mounted smoke detectors as described herein and as shown on the plans. Include sufficient smoke detectors, and all other necessary material for a complete operating system.

#### WIRING INSTALLATION:

##### System Wiring:

Wire and cable shall be a type listed for its intended use by an approval agency acceptable to the Authority Having Jurisdiction and shall be installed in accordance with the appropriate articles from the current approved edition of NFPA 70: National Electric Code (NEC).

Contractor shall obtain from the Fire Alarm System Manufacturer written instruction regarding the appropriate wire/cable to be used for this installation. No deviation from the written instruction shall be made by the Contractor without the prior written approval of the Fire Alarm System Manufacturer.

**Color Coding:**

Color-code fire alarm conductors differently from the normal building power wiring. Use one color code for alarm initiating device circuits wiring and a different color code for supervisory circuits. Color-code notification appliance circuits differently from alarm-initiating circuits. Paint fire alarm system junction boxes and covers red.

**FIELD QUALITY CONTROL:**

**Manufacturer's Field Services:**

Provide services of a factory-authorized service representative to supervise the field assembly and connection of components and the pretesting, testing, and adjustment of the system.

Service personnel shall be qualified and experienced in the inspection, testing, and maintenance of fire alarm systems. Examples of qualified personnel shall be permitted to include, but shall not be limited to, individuals with the following qualifications:

- Factory trained and certified.
- National Institute for Certification in Engineering Technologies (NICET) fire alarm certified.
- International Municipal Signal Association (IMSA) fire alarm certified.
- Certified by a state or local authority.
- Trained and qualified personnel employed by an organization listed by a national testing laboratory for the servicing of fire alarm systems.

**Pretesting:**

Determine, through pretesting, the conformance of the system to the requirements of the Drawings and Specifications. Correct deficiencies observed in pretesting. Replace malfunctioning or damaged items with new and retest until satisfactory performance and conditions are achieved.

**Final Test Notice:**

Provide a 10-day minimum notice in writing when the system is ready for final acceptance testing.

**Minimum System Tests:**

Test the system according to the procedures outlined in NFPA 72.

**Retesting:**

Correct deficiencies indicated by tests and completely retest work affected by such deficiencies. Verify by the system test that the total system meets the Specifications and complies with applicable standards.

**Report of Tests and Inspections:**

Provide a written record of inspections, tests, and detailed test results in the form of a test log.

Final Test, Certificate of Completion, and Certificate of Occupancy:

Test the system as required by the Authority Having Jurisdiction in order to obtain a certificate of occupancy.

**CLEANING AND ADJUSTING:**

Cleaning:

Remove paint splatters and other spots, dirt, and debris. Clean unit internally using methods and materials recommended by manufacturer.

Occupancy Adjustments:

When requested within one year of date of Substantial Completion, provide on-site assistance in adjusting sound levels and adjusting controls and sensitivities to suit actual occupied conditions. Provide up to three visits to the site for this purpose.

End of Section 283100