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**UNIVERSITY OF SOUTH CAROLINA  
School of Medicine – CRF/DM Building 104  
Mechanical Renovations  
H27-N257**

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**ISSUED FOR CONSTRUCTION**

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**APRIL 11, 2012**





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**PROJECT NAME: SCHOOL OF MEDICINE - CRF/DM Building 104 Mechanical Renovations**

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**UNIVERSITY OF SOUTH CAROLINA  
SCHOOL OF MEDICINE-  
CRF/DM Building 104 Mechanical Renovations  
COLUMBIA, SC**

**STATE PROJECT# H27-N257  
A/E PROJECT #11060.02**

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**UNIVERSITY OF SOUTH CAROLINA  
SCHOOL OF MEDICINE-  
CRF/DM Building 104 Mechanical Renovations  
COLUMBIA, SC**

**STATE PROJECT# H27-N257  
A/E PROJECT #11060.02**

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**SE-310 REQUEST FOR ADVERTISEMENT**

**PROJECT NAME:** School of Medicine – CRF/DM Building 104 Mechanical Renovations  
**PROJECT NUMBER:** H27-N257 **PROJECT LOCATION:** USC School of Medicine, Columbia, SC

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:** \$50,000 - \$88,000

**DESCRIPTION OF PROJECT:** The project consists of supply and installation of a new air handler to be located in the existing building and related electrical work. Small and minority business participation is encouraged.

**A/E NAME:** GMK Associates **A/E CONTACT:** Tom Weiland  
**ADDRESS:** 1201 Main Street, Suite 2100 **TELEPHONE:** 803-256-0000  
**CITY:** Columbia **FAX:** 803-255-7243  
**STATE:** SC **ZIP:** 29201 **EMAIL:** tweiland@gmka.com

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

**BIDDING DOCUMENTS/PLANS MAY BE OBTAINED FROM:** Ms. Maxine Chick, GMK Associates  
mchick@gmka.com, 803-256-0000

**PLAN DEPOSIT AMOUNT:** \$150.00 **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:**

**AGC :** Columbia  
**USC :** Columbia <http://purchasing.sc.edu> (See facilities construction solicitation and awards)

**PRE-BID CONFERENCE?** Yes ☒ No ☐ **MANDATORY ATTENDANCE?** Yes ☐ No ☒  
**DATE:** 4/26/2012 **TIME:** 2:00 pm **PLACE:** 743 Greene St, Columbia SC 29208 Conf. Rm. #53

**AGENCY:** University of South Carolina

**NAME OF AGENCY PROCUREMENT OFFICER:** Kay Keisler

**ADDRESS:** 743 Greene Street **TELEPHONE:** 803-777-5812  
**CITY:** Columbia **FAX:** 803-777-8739  
**STATE:** SC **ZIP:** 29208 **EMAIL:** kkeisler@fmc.sc.edu

**BID CLOSING DATE:** 5/10/2012 **TIME:** 2:00 pm **LOCATION:** 743 Greene St, Cola SC 29208 Cf. Rm. #53

**BID DELIVERY ADDRESSES:**

**HAND-DELIVERY:** University of South Carolina  
743 Greene Street  
Columbia, SC 29208  
Attn: Ms. Kay Keisler

**MAIL SERVICE:** University of South Carolina  
743 Greene Street  
Columbia, SC 29208  
Attn: Ms. Kay Keisler

**IS PROJECT WITHIN AGENCY CONSTRUCTION CERTIFICATION? (Agency MUST check one)** Yes ☒ No ☐  
**IF PRE-BID CONFERENCE MANDATORY, DETERMINATION REQUIRED BY R. 19-445.2042(C) MUST BE ATTACHED.**

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

\_\_\_\_\_  
(Date)

**UNIVERSITY OF SOUTH CAROLINA  
SCHOOL OF MEDICINE-  
CRF/DM Building 104 Mechanical Renovations  
COLUMBIA, SC**

**STATE PROJECT# H27-N257  
A/E PROJECT #11060.02**

**SECTION 00200 - INSTRUCTIONS TO BIDDERS**

**FORM OF INSTRUCTIONS TO BIDDERS**

1.01 See AIA Document A701 (1997 Edition), Instructions to Bidders available at the office of GMK Associates, Inc., 1201 Main Street Suite 2100, Columbia, SC 29201. 803-256-0000 OR,

A. Copies of this document may be obtained from The American Institute of Architects, 1522 Richland Street., Columbia, SC 29201. 803-252-6050.

1.02 Refer to document 00201-OSE 2011 for modifications to this document.

**END OF INSTRUCTIONS TO BIDDERS**

# OSE FORM 00201 – STANDARD SUPPLEMENTAL INSTRUCTIONS TO BIDDERS

2011 Edition

**OWNER:** University of South Carolina

**PROJECT NUMBER:** H27-N257

**PROJECT NAME:** School of Medicine – CRF/DM Building 104 Mechanical Renovations

**PROJECT LOCATION:** School of Medicine, Columbia, SC

**PROCUREMENT OFFICER:** Kay Keisler, University of South Carolina

## 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.



**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 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 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.

**3.16.** *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.

**2.25.** *Delete Section 4.2.2 and substitute the following:*

**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:**

**4.3.6** 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.

**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-responsive

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

**2.36.** *Insert the following Section 6.3:*

**6.3 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]

**2.37.** *Delete the language of Sections 6.3.2, 6.3.3, and 6.3.4 and insert the word "Reserved" after each Section Number.*

**2.38.** *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."*

**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 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:** Receptionists Area

**Building Where Posted:** Facilities Center

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

**WEB site address (if applicable):** \_\_\_\_\_

**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.state.sc.us](mailto:protest-ose@mmo.state.sc.us),

(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.

#### 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 capped at \$25,000 per year or the total tax liability; whichever is lesser. The taxpayer is eligible to claim the credit for 6 consecutive taxable years beginning with the taxable year in which the credit is first claimed. There is no carry forward of unused credits. 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

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END OF DOCUMENT



**UNIVERSITY OF SOUTH CAROLINA  
SCHOOL OF MEDICINE-  
CRF/DM Building 104 Mechanical Renovations  
COLUMBIA, SC**

**STATE PROJECT# H27-N257  
A/E PROJECT #11060.02**

**SECTION 00201 - SUPPLEMENT A - REQUEST FOR INFORMATION**

TO: GMK ASSOCIATES, INC. FROM: \_\_\_\_\_

ATTENTION: TOM WEILAND

DATE/TIME: \_\_\_\_\_ TELEPHONE #: \_\_\_\_\_

FAX NUMBER: 803.255.7243 FAX #: \_\_\_\_\_

NUMBER OF PAGES \_\_\_\_\_ CONTACT: \_\_\_\_\_

PROJECT NAME: SCHOOL OF MEDICINE – CRF/DM BUILDING 104 MECHANICAL RENOVATIONS

INSTRUCTIONS: IN SPACES PROVIDED BELOW, LIST SPECIFICATION SECTION AND/OR PLAN SHEET FOR WHICH INFORMATION OR CLARIFICATION IS NEEDED FOLLOWED BY DESCRIPTION OR REQUIRED INFORMATION. USE ADDITIONAL COPIES OF REQUEST FOR INFORMATION FORMS AS NEEDED FOR ADDITIONAL REQUESTS. LIMIT TO ONE QUESTION OR SUBJECT INQUIRY PER R.F.I.

SPECIFICATION SECTION(S):

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DRAWING SHEET(S):

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**END OF SECTION**

**UNIVERSITY OF SOUTH CAROLINA  
SCHOOL OF MEDICINE-  
CRF/DM Building 104 Mechanical Renovations  
COLUMBIA, SC**

**STATE PROJECT# H27-N257  
A/E PROJECT #11060.02**

**SECTION 00300 - BID BOND**

**FORM OF BID BOND**

- 1.01 See AIA Document A310 (1970 Edition) , Bid Bond available at the office of GMK Associates, Inc., 1201 Main Street Suite 2100, Columbia, SC 29201. 803-256-0000 OR,
- A. Copies of this document may be obtained from The American Institute of Architects, 1522 Richland Street., Columbia, SC 29201. 803-252-6050.

**END OF SECTION**

# BID FORM SE-330

2011 Edition

*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:** H27-N257 School of Medicine – CRF/DM Building 104 Mechanical Renov.  
(Number) (Name)

## **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):**

The project consists of supply and installation of a new air handler to be located in the existing  
building and related electrical work.

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

§ 6.2 BID ALTERNATES – as indicated in the Bidding documents and generally described as follows:

**ALTERNATE #1** (Brief Description): na

\_\_\_\_\_

☐ 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): na

\_\_\_\_\_

☐ 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): na

\_\_\_\_\_

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

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

# BID FORM SE-330

**2011 Edition**

**§ 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-3A*)**

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

[illegible]

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.

**§ 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 and Bidder shall substantially complete the Work within 60 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 \$ 300.00 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.

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*(Electronic Bid Bond Number)*

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*(Signature and Title)*

# BID FORM SE-330

2011 Edition

## 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

\_\_\_\_\_  
*(Legal Name of Person, Firm or Corporation Submitting Bid)*

\_\_\_\_\_  
*(Mailing Address for the above)*

BY: \_\_\_\_\_

*(Signature)*

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

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

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



**SECTION 00500 - AGREEMENT**

**PART 1 GENERAL**

**FORM OF AGREEMENT**

**2.01 RELATED REQUIREMENTS**

- A. Section 00700 - General Conditions.

**PART 2 PRODUCTS (NOT USED)**

**PART 3 EXECUTION (NOT USED)**

**AIA DOCUMENT A101-2007, STANDARD FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR, FORMS THE BASIS OF CONTRACT BETWEEN THE OWNER AND CONTRACTOR.**

**5.01 This document is not bound within the project manual.**

- A. Copies of this document may be obtained from The American Institute of Architects, 1522 Richland Street., Columbia, SC 29201. 803-252-6050.
- B. OR it can be viewed at the offices of GMK Associates, Inc., 1201 Main Street Suite 2100 Columbia, SC 29201 (803)256-0000

**5.02 Refer to document 00501-OSE 2011 for modifications to this document.**

**END OF AGREEMENT**

# OSE FORM 00501

## STANDARD MODIFICATIONS TO AGREEMENT BETWEEN OWNER AND CONTRACTOR

2011 Edition

**OWNER:** University of South Carolina

**PROJECT NUMBER:** H27-N257

**PROJECT NAME:** School of Medicine – CRF/DM Building 104 Mechanical Renovations

### 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 5.1.1, 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%).”*

**STANDARD MODIFICATIONS TO AGREEMENT BETWEEN  
OWNER AND CONTRACTOR**

**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, title, postal address, telephone numbers, and other information)

Tom Opal, USC Senior Project Manager, 743 Greene Street, Columbia SC 29208 tnoval@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, title, postal address, telephone numbers, and other information)

Gene Bobrow, USC Project Manager, 743 Greene Street, Columbia SC 29208 gbobrow@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, postal address, telephone numbers, and other information)

**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 numbers, email address, and other information)

**STANDARD MODIFICATIONS TO AGREEMENT BETWEEN  
OWNER AND CONTRACTOR**

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

**8.6.1** The Architect's representative:

*(Name, title, postal address, telephone numbers, and other information)*

Tom Weiland, GMK Associates, 1201 Main Street Ste 2100, Columbia SC 29201 803-256-0000

**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)

Intent to Award Notice (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**

**SECTION 00700 - GENERAL CONDITIONS**

**FORM OF GENERAL CONDITIONS**

AIA DOCUMENT A201, 2007 EDITION, GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION, IS THE GENERAL CONDITIONS BETWEEN THE OWNER AND CONTRACTOR.

2.01 This document is not bound within the project manual.

- A. Copies of this document may be obtained from The American Institute of Architects, 1522 Richland Street., Columbia, SC 29201. 803-252-6050.
- B. OR it can be viewed at the offices of GMK Associates, Inc., 1201 Main Street Suite 2100 Columbia, SC 29201 (803)256-0000

**SUPPLEMENTARY CONDITIONS**

3.01 Refer to Document 00811-OSE 2011 for amendments to these General Conditions.

**END OF DOCUMENT 00700**

# OSE FORM 00811

## STANDARD SUPPLEMENTARY CONDITIONS

2011 Edition

**OWNER:** University of South Carolina

**PROJECT NUMBER:** H27-N257

**PROJECT NAME:** School of Medicine – CRF/DM Building 104 Mechanical Renovations

### 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 A201-1997

**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.

**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

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## STANDARD SUPPLEMENTARY CONDITIONS

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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 and fourth sentences 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 under Section 3.8.2.1, as documented by invoices, and the allowance amounts.

**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



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writing stating (1) whether the Owner has reasonable objection to the proposed superintendent or (2) that the 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:  
(Owner initial 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

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

**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 word “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 in 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

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Subcontractor's Work, which the Contractor, by these Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise 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.

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### 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;
- .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.

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### 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:

- .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



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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.

### 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

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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.

**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.



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**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 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.

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**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.

**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.

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**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."*

**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) .....	<u>\$1,000,000</u>
(b) Products/Completed Operations .....	<u>\$1,000,000</u>
(c) Personal and Advertising Injury .....	<u>\$1,000,000</u>
(d) Each Occurrence .....	<u>\$1,000,000</u>
(e) Fire Damage (Any one fire) .....	<u>\$50,000</u>
(f) Medical Expense (Any one person) .....	<u>\$5,000</u>

**(2) BUSINESS AUTO LIABILITY (including All Owned, Non-owned, and Hired Vehicles):**

(a) Combined Single Limit .....	<u>\$1,000,000</u>
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**(3) WORKER'S COMPENSATION:**

(a) State Statutory .....	
(b) Employers Liability .....	<u>\$100,000</u> Per Acc.
	<u>\$500,000</u> Disease, Policy Limit
	<u>\$100,000</u> 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.

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**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 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.

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**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.

**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..

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**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 be 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.

**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.



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**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.

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

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**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.

### **13.10 MINORITY BUSINESS ENTERPRISES**

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))



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### 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
- .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*

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*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;
- .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.

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**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.

**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 waive 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) attorney's fees, (vi) any interest; (vii) unamortized equipment costs; and, (viii) losses incurred by subcontractors for the types of damages the Contractor has waive 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.

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**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.

**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 States 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.

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

**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)*  
Refer to Section 01780.

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

**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)*  
Refer to Section 01300.

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

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**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.

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

None.

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

None.

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

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KNOW ALL MEN BY THESE PRESENTS, that

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*(Insert full name or legal title and address of Contractor)*  
hereinafter referred to as "Contractor", and

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*(Insert full name and address of principal place of business of Surety)*  
hereinafter called the "surety", are jointly and severally held and firmly bound unto  
University of South Carolina, 743 Greene Street, Columbia, SC 29208

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*(Insert full name and address of Agency)*  
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  
School of Medicine – CRF/DM Building 104 Mechanical Renovations - H27-N257  
The project consists of supply and installation of a new air handler to be located in the existing  
building and related electrical work.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*(Insert project Name and Number and Brief Description of Awarded Work)*  
in accordance with Drawings and Specifications prepared by GMK Associates, 1201 Main Street, Suite 2100,  
Columbia SC, 29201

*(Insert full name and address of A/E)*

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 \_\_\_\_\_ BOND NUMBER \_\_\_\_\_  
*(shall be no earlier than Date of Contract)*

CONTRACTOR: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
(Seal)

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

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

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

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

SURETY: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
(Seal)

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

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

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

(Attach Power of Attorney)

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

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



## **Performance 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 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**

2011 Edition

KNOW ALL MEN BY THESE PRESENTS, that

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*(Insert full name or legal title and address of Contractor)*  
hereinafter referred to as "Contractor", and

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*(Insert full name and address of principal place of business of Surety)*  
hereinafter called the "surety", are jointly and severally held and firmly bound unto  
University of South Carolina, 743 Greene Street, Columbia SC, 29208

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*(Insert full name and address of Agency)*  
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  
School of Medicine – CRF/DM Building 104 Mechanical Renovations - H27-N257  
The project consists of supply and installation of a new air handler to be located in the existing  
building and related electrical work.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*(Insert project Name and Number and Brief Description of Awarded Work, as found on the SE-330, Bid Form)*  
in accordance with Drawings and Specifications prepared by \_\_\_\_\_  
GMK Associates, 1201 Main Street, Suite 2100, Columbia SC, 29201  
\_\_\_\_\_  
*(Insert full name and address of A/E)*

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 \_\_\_\_\_ BOND NUMBER \_\_\_\_\_  
*(shall be no earlier than Date of Contract)*

CONTRACTOR: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Seal)

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

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

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

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

SURETY: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Seal)

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

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

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

(Attach Power of Attorney)

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

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

## 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 §11-35-3020(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

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.

## 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. Fraternization 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.

Updated: July 15, 2011

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 \_\_\_\_\_ 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.
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.

Project Name: School of Medicine – CRF/DM Building 104 Mechanical Renovations

Project Num H27-N257

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 01066 - INTERIM LIFE SAFETY MEASURES**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Interim Life Safety Measures

**1.02 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Submit a written plan indicating that Interim Life Safety Measures (ILSM) have been addressed and shall be enforced, within two weeks of Notice to Proceed .

**1.03 PROCEDURES**

- A. The Interim Life Safety Measures shall:
  - 1. Ensure that exits provide free and unobstructed egress. Personnel shall receive training if alternative exits are designated. Buildings and areas under construction shall have maintained escape facilities for the Contractor's work forces at all times. Means of egress in construction areas shall be inspected daily.
  - 2. Ensure the fire alarm, detection, and suppression systems are properly functioning and are not impaired.
  - 3. Ensure that temporary construction partitions are smoke tight and built of noncombustible materials that will not contribute to the development or spread of fire.
  - 4. Provide additional fire-fighting equipment and use training for personnel.
  - 5. Prohibit smoking in or adjacent to construction areas.
  - 6. Develop and enforce storage, housekeeping, and debris removal practices that reduce the flammable and combustible fire load of the building to the lowest level necessary for daily operations.
  - 7. Conducting a minimum of two fire drills per shift per quarter.
  - 8. Increase "hazard surveillance" of buildings, grounds and equipment with special attention to excavations, construction areas, construction storage, and field offices.
  - 9. Train personnel when structural or compartmentalize features of fire safety are compromised.
  - 10. Conduct organization-wide safety education programs to ensure awareness of Life Safety Code deficiencies, construction hazards, and these requirements.

**END OF SECTION**



**SECTION 01200 - PRICE AND PAYMENT PROCEDURES**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Procedures for preparation and submittal of applications for progress payments.
- B. Documentation of changes in Contract Sum and Contract Time.
- C. Coordinate the Schedule of Values and Applications for Payment with the Contractor's Construction Schedule, List of Subcontracts, and Submittal Schedule.
- D. The Contractor's Construction Schedule and Submittal Schedule are included in other sections of Division 1.
- E. See also the payment requirements in Supplementary Conditions.
- F. Change procedures.
- G. Correlation of Contractor submittals based on changes.
- H. Procedures for preparation and submittal of application for final payment.

**1.02 SCHEDULE OF VALUES**

- A. Form to be used: AIA G703 - 1992.
- B. Electronic media printout including equivalent information will be considered in lieu of standard form specified; submit sample to Architect for approval.
- C. Forms filled out by hand will not be accepted.
- D. Submit Schedule of Values in duplicate within 21 days after date of Owner-Contractor Agreement.
- E. Format: Utilize the Table of Contents of this Project Manual. Identify each line item with number and title of the specification Section. Identify site mobilization and bonds and insurance.
  - 1. Provide minimum of 1% of the Construction Cost for Project Record Drawings.
  - 2. Provide minimum of 1% of the Construction Cost for Operating and Maintenance Data.
  - 3. Provide a breakdown of the Contract Sum in sufficient detail to facilitate continued evaluation of Applications for Payment and progress reports. Break principal subcontract amounts down into several line items.
- F. Correlate line items in the Schedule of Values with other required administrative schedules and forms, including:
  - 1. Contractor's construction schedule.
  - 2. Application for Payment form.
  - 3. List of Subcontractors.
  - 4. List of principal suppliers and fabricators.
  - 5. Schedule of submittals.
- G. Sub-Schedules: Where the Work is separated into phases that require separately phased payments, provide sub-schedules showing values correlated with each phase of payment.
- H. Identification: Include the following Project identification on the Schedule of Values:
  - 1. Project name and location.

**UNIVERSITY OF SOUTH CAROLINA  
SCHOOL OF MEDICINE-  
CRF/DM Building 104 Mechanical Renovations  
COLUMBIA, SC**

**STATE PROJECT# H27-N257  
A/E PROJECT #11060.02**

2. Name of the Architect.
  3. Contractor's name and address.
  4. Date of submittal.
- I. Round amounts off to the nearest whole dollar; the total shall equal the Contract Sum.
- J. Include within each line item, a direct proportional amount of Contractor's overhead and profit.
- K. For each part of the Work where an Application for Payment may include materials or equipment, purchased or fabricated and stored, but not yet installed, provide separate line items on the Schedule of Values for initial cost of the materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
- L. Margins of Cost: Show line items for indirect costs, and margins on actual costs, only to the extent that such items will be listed individually in Applications for Payment. Each item in the Schedule of Values and Applications for Payment shall be complete including its total cost and proportionate share of general overhead and profit margin.
- M. Temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown as separate line items in the Schedule of Values.
- N. Revise schedule to list approved Change Orders, with each Application For Payment.

**1.03 APPLICATIONS FOR PROGRESS PAYMENTS**

- A. Payment Period: Submit at intervals stipulated in the Agreement.
- B. Form to be used: AIA G702-1992.
- C. Electronic media printout including equivalent information will be considered in lieu of standard form specified; submit sample to Architect for approval.
- D. Forms filled out by hand will not be accepted.
- E. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of the first Application for Payment include the following:
1. List of Subcontractors.
  2. List of principal suppliers and fabricators.
  3. Schedule of Values.
  4. Contractor's Construction Schedule (preliminary if not final).
  5. Schedule of principal products.
  6. Submittal Schedule (preliminary if not final).
  7. List of Contractor's staff assignments.
  8. List of Contractor's principal consultants.
  9. Copies of building permits.
  10. Copies of authorizations and licenses from governing authorities for performance of the Work.
  11. Initial progress report.
  12. Report of pre-construction meeting.
  13. Certificates of insurance and insurance policies.
  14. Performance and payment bonds (if required).
  15. Data needed to acquire Owner's insurance.
  16. Initial settlement survey and damage report, if required.

**UNIVERSITY OF SOUTH CAROLINA  
SCHOOL OF MEDICINE-  
CRF/DM Building 104 Mechanical Renovations  
COLUMBIA, SC**

**STATE PROJECT# H27-N257  
A/E PROJECT #11060.02**

- F. For each item, provide a column for listing each of the following:
  - 1. Item Number.
  - 2. Description of work.
  - 3. Scheduled Values.
  - 4. Previous Applications.
  - 5. Work in Place and Stored Materials under this Application.
  - 6. Authorized Change Orders.
  - 7. Total Completed and Stored to Date of Application.
  - 8. Percentage of Completion.
  - 9. Balance to Finish.
  - 10. Retainage.
- G. Execute certification by signature of authorized officer.
  - 1. Incomplete applications will be returned without action.
- H. Use data from approved Schedule of Values. Provide dollar value in each column for each line item for portion of work performed and for stored Products.
- I. List each authorized Change Order as a separate line item, listing Change Order number and dollar amount as for an original item of Work.
- J. Submit three copies of each Application for Payment.
- K. Waiver Forms: Submit waivers of lien on forms, and executed in a manner, acceptable to Owner.
- L. Include the following with the application:
  - 1. Transmittal letter as specified for Submittals in Section 01300.
  - 2. Construction progress schedule, revised and current as specified in Section 01325.
  - 3. Affidavits attesting to off-site stored products.
- M. Waiver Delays: Submit each Application for Payment with the Contractor's waiver of mechanics lien for the period of construction covered by the application.
- N. When an application shows completion of an item, submit final or full waivers.
- O. When Architect requires substantiating information, submit data justifying dollar amounts in question. Provide one copy of data with cover letter for each copy of submittal. Show application number and date, and line item by number and description.
- P. Application for Payment at Substantial Completion: Following issuance of the Certificate of Substantial Completion, submit an Application for Payment; this application shall reflect any Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work.
- Q. Administrative actions and submittals that shall proceed or coincide with this application include:
  - 1. Occupancy permits and similar approvals.
  - 2. Warranties (guarantees) and maintenance agreements.
  - 3. Test/adjust/balance records.
  - 4. Meter readings.
  - 5. Start-up performance reports.
  - 6. Change-over information related to Owner's occupancy, use, operation and maintenance.

7. Final cleaning.
  8. Application for reduction of retainage, and consent of surety.
  9. Advice on shifting insurance coverages.
- R. List of incomplete Work, recognized as exceptions to Architect's Certificate of Substantial Completion.

#### **1.04 MODIFICATION PROCEDURES**

- A. Submit name of the individual authorized to receive change documents and who will be responsible for informing others in Contractor's employ or subcontractors of changes to the Contract Documents.
- B. For minor changes not involving an adjustment to the Contract Price or Contract Time, Architect will issue instructions directly to Contractor.
- C. For other required changes, Architect will issue a document signed by Owner instructing Contractor to proceed with the change, for subsequent inclusion in a Change Order.
  1. The document will describe the required changes and will designate method of determining any change in Contract Sum or Contract Time.
  2. Promptly execute the change.
- D. For changes for which advance pricing is desired, Architect will issue a document that includes a detailed description of a proposed change with supplementary or revised drawings and specifications, a change in Contract Time for executing the change with a stipulation of any overtime work required and the period of time during which the requested price will be considered valid. Contractor shall prepare and submit a fixed price quotation within 14 days.
- E. Contractor may propose a change by submitting a request for change to Architect, describing the proposed change and its full effect on the Work, with a statement describing the reason for the change, and the effect on the Contract Sum and Contract Time with full documentation and a statement describing the effect on Work by separate or other contractors. Document any requested substitutions in accordance with Section 01600.
- F. Computation of Change in Contract Amount: As specified in the Agreement and Conditions of the Contract.
  1. For change requested by Architect for work falling under a fixed price contract, the amount will be based on Contractor's price quotation.
  2. For change requested by Contractor, the amount will be based on the Contractor's request for a Change Order as approved by Architect.
  3. For pre-determined unit prices and quantities, the amount will be based on the fixed unit prices.
  4. For change ordered by Architect without a quotation from Contractor, the amount will be determined by Architect based on the Contractor's substantiation of costs as specified for Time and Material work.
- G. Substantiation of Costs: Provide full information required for evaluation.
  1. Provide following data:
    - a. Quantities of products, labor, and equipment.
    - b. Taxes, insurance, and bonds.
    - c. Overhead and profit.
    - d. Justification for any change in Contract Time.

- e. Credit for deletions from Contract, similarly documented.
- 2. Support each claim for additional costs with additional information:
  - a. Origin and date of claim.
  - b. Dates and times work was performed, and by whom.
  - c. Time records and wage rates paid.
  - d. Invoices and receipts for products, equipment, and subcontracts, similarly documented.
- 3. For Time and Material work, submit itemized account and supporting data after completion of change, within time limits indicated in the Conditions of the Contract.
- H. Execution of Change Orders: Architect will issue Change Orders for signatures of parties as provided in the Conditions of the Contract.
- I. After execution of Change Order, promptly revise Schedule of Values and Application for Payment forms to record each authorized Change Order as a separate line item and adjust the Contract Sum.
- J. Promptly revise progress schedules to reflect any change in Contract Time, revise sub-schedules to adjust times for other items of work affected by the change, and resubmit.
- K. Promptly enter changes in Project Record Documents.

#### **1.05 APPLICATION FOR FINAL PAYMENT**

- A. Submit final Application for Payment with or preceded by final waivers from every entity involved with performance of Work covered by the application who could lawfully be entitled to a lien.
- B. Prepare Application for Final Payment as specified for progress payments, identifying total adjusted Contract Sum, previous payments, and sum remaining due.
- C. Final Payment Application: Administrative actions and submittals which must precede or coincide with submittal of the final payment Application for Payment include the following:
  - 1. Completion of Project closeout requirements.
  - 2. Completion of items specified for completion after Substantial Completion.
  - 3. Assurance that unsettled claims will be settled.
  - 4. Assurance that Work not complete and accepted will be completed without undue delay.
  - 5. Transmittal of required Project construction records to Owner.
  - 6. Certified property survey.
  - 7. Proof that taxes, fees and similar obligations have been paid.
  - 8. Removal of temporary facilities and services.
  - 9. Removal of surplus materials, rubbish and similar elements.
  - 10. Change of door locks to Owner's access.
- D. Application for Final Payment will not be considered until the following have been accomplished:
  - 1. All closeout procedures specified in Section 01700.

#### **END OF SECTION**

**SECTION 01300 - ADMINISTRATIVE REQUIREMENTS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Preconstruction meeting.
- B. Progress meetings.
- C. Submittals for review, information, and project closeout.
- D. Number of copies of submittals.
- E. Submittal procedures.

**1.02 PROJECT COORDINATION**

- A. During construction, coordinate use of site and facilities through the Project Coordinator.
- B. Comply with Project Coordinator's procedures for intra-project communications; submittals, reports and records, schedules, coordination drawings, and recommendations; and resolution of ambiguities and conflicts.
- C. Comply with instructions of the Project Coordinator for use of temporary utilities and construction facilities.
- D. Coordinate field engineering and layout work under instructions of the Project Coordinator.
- E. Make the following types of submittals to Architect through the Project Coordinator:
  - 1. Requests for interpretation.
  - 2. Requests for substitution.
  - 3. Shop drawings, product data, and samples.
  - 4. Test and inspection reports.
  - 5. Design data.
  - 6. Manufacturer's instructions and field reports.
  - 7. Applications for payment and change order requests.
  - 8. Progress schedules.
  - 9. Closeout submittals.

**PART 2 PRODUCTS - NOT USED**

**PART 3 EXECUTION**

**3.01 PRECONSTRUCTION MEETING**

- A. Architect will schedule a meeting after Notice of Award.
- B. Attendance Required:
  - 1. Owner.
  - 2. Architect.
  - 3. Contractor.
- C. Agenda:
  - 1. Execution of Owner-Contractor Agreement.
  - 2. Submission of executed bonds and insurance certificates.
  - 3. Distribution of Contract Documents.
  - 4. Submission of list of Subcontractors, list of Products, schedule of values, and progress

- schedule.
- 5. Designation of personnel representing the parties to Contract, Owner, and Architect.
- 6. Procedures and processing of field decisions, submittals, substitutions, applications for payments, proposal request, Change Orders, and Contract closeout procedures.
- 7. Scheduling.
- D. Contractor to record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, Owner, participants, and those affected by decisions made.

### **3.02 PROGRESS MEETINGS**

- A. Schedule and administer meetings throughout progress of the Work at maximum weekly intervals on day and time convenient for all parties involved.
- B. Make arrangements for meetings, prepare agenda with copies for participants prior to meetings, preside at meetings.
- C. Attendance Required: Job superintendent, major Subcontractors and suppliers as appropriate to agenda topics for each meeting. The Architect and Owner may attend.
- D. Agenda:
  - 1. Review minutes of previous meetings.
  - 2. Review of Work progress.
  - 3. Field observations, problems, and decisions.
  - 4. Identification of problems that impede, or will impede, planned progress.
  - 5. Review of submittals schedule and status of submittals.
  - 6. Review of status of Request for Information (RFI).
  - 7. Review of status of Architectural Supplemental Instructions (ASI).
  - 8. Review of status of proposal requests (PR).
  - 9. Review of status of Change Orders (CO).
  - 10. Review of off-site fabrication and delivery schedules.
  - 11. Maintenance of progress schedule.
  - 12. Corrective measures to regain projected schedules.
  - 13. Planned progress during succeeding work period.
  - 14. Coordination of projected progress.
  - 15. Maintenance of quality and work standards.
  - 16. Effect of proposed changes on progress schedule and coordination.
  - 17. Other business relating to Work.
- E. Record minutes and distribute copies within five days after meeting to participants, with three copies to Architect, one copy to Owner, participants, and those affected by decisions made.

### **3.03 SUBMITTALS FOR REVIEW**

- A. When the following are specified in individual sections, submit them for review:
  - 1. Product data.
    - a. When product data submittals are prepared specifically for this project (in the absence of standard printed information) submit such information as shop drawings and not as product data submittals.
    - b. Content:
      - 1) Identify the particular product being submitted; submit only pertinent pages.

- 2) Show compliance with properties specified.
  - 3) Identify which options and accessories are applicable.
  - 4) Show compliance with the specific standards referenced.
  - 5) Show compliance with specified testing agency listings; show the limitations of their labels or seals, if any.
  - 6) Identify dimensions which have been verified by field measurement.
  - 7) Show special coordination requirements for the product.
2. Shop drawings.
  - a. Original drawings, prepared by Contractor, Subcontractor, supplier or distributor, which illustrate portion of the work, showing fabrication, layout, setting and erection details.
  - b. Do not reproduce the Contract Drawings for the shop drawing submittals. Electronic media of the Construction Documents are not available for the Contractor's Subcontractor's, or material suppliers use.
  - c. Identify details by reference to drawing sheet number(s) and pertinent detail number(s).
  - d. Shop drawings shall not include the phrase by others, except when relating to materials, products or equipment not included under the total Contract.
3. Samples.
  - a. Provide samples that are the same as proposed product.
  - b. Where products are to match a sample prepared by other entities, prepare sample to match.
  - c. Preparation:
    - 1) Attach a description to each sample.
    - 2) Attach name of manufacturer or source to each sample.
    - 3) Where compliance with specified properties is required, attach documentation showing compliance.
    - 4) Where selection is required, the first submittal may be a single set of all options; after return of submittal with selection indicated, submit standard number of sets of selected item.
  - d. Keep final sample set(s) at the project site, available for use during progress of the work.
  - e. Contractor shall be responsible for submitting all interior and exterior materials samples that require a color and/or finish selection or is required to be part of a mock up assembly at the same time. The Contractor shall include the color, finish, material selection schedule in the shop drawing submittal schedule. The Architect will provide final color, finish, and material selections only when they have all been submitted by the Contractor.
- B. Submit to Architect for review for the limited purpose of checking for conformance with information given and the design concept expressed in the contract documents.
- C. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record documents purposes described in Section 01780 - CLOSEOUT SUBMITTALS.

#### **3.04 SUBMITTALS FOR INFORMATION**

- A. When the following are specified in individual sections, submit them for information:
  1. Design data.
  2. Certificates.



3. Test reports.
  4. Inspection reports.
  5. Manufacturer's instructions.
  6. Manufacturer's field reports.
  7. Other types indicated.
- B. Submit for Architect's knowledge as contract administrator or for Owner. No action will be taken.

### **3.05 SUBMITTALS FOR PROJECT CLOSEOUT**

- A. When the following are specified in individual sections, submit them at project closeout:
1. Project record documents.
  2. Operation and maintenance data.
  3. Warranties.
  4. Bonds.
  5. Other types as indicated.
- B. Submit for Owner's benefit during and after project completion.

### **3.06 NUMBER OF COPIES OF SUBMITTALS**

- A. Documents for Review:
1. Small Size Sheets, Not Larger Than 8-1/2 x 11 inches: Submit the number of copies that Contractor requires, plus two copies that will be retained by Architect.
  2. Larger Sheets, Not Larger Than 30x42 inches: Submit the number of opaque reproductions that Contractor requires, plus two copies that will be retained by Architect.
- B. Documents for Information: Submit two copies.
- C. Documents for Project Closeout: Make one reproduction of submittal originally reviewed. Submit one extra of submittals for information.
- D. Samples: Submit the number specified in individual specification sections; one of which will be retained by Architect.
1. After review, produce duplicates.
  2. Retained samples will not be returned to Contractor unless specifically so stated.

### **3.07 SUBMITTAL PROCEDURES**

- A. Transmit each submittal with AIA Form G810, in duplicate.
1. Submittals received without a transmittal form will be returned without review or action.
  2. Fill out a separate transmittal form for each submittal; also include the following:
    - a. Other relevant information.
    - b. Requests for additional information.
  3. Sequentially number the transmittal form. Revise submittals with original number and a sequential alphabetic suffix.
- B. Identify Project name and numbers, Contractor's, Subcontractor's or supplier's name and address, Architect's name and address, Manufacturer's name ; pertinent drawing and detail number, and specification section number, as appropriate on each copy.
- C. Apply Contractor's stamp, signed or initialed certifying that review, approval, verification of

Products required, field dimensions, quantities, adjacent construction Work, and coordination of information is in accordance with the requirements of the Work and Contract Documents.

1. Contractor's responsibility regarding errors and omissions in submittals is not relieved by Architect's review of submittals.
  2. Contractor's responsibility regarding deviations in submittals from requirements of Contract Documents is not relieved by Architect's review submittals, unless Architect gives written acceptance of specific deviations as approved by Owner.
  3. When work is directly related and involves more than one trade, shop drawings shall be coordinated by the submitting Contractor/Subcontractor with other trades prior submission and related work submitted under one cover.
    - a. After shop drawing has been submitted for review, no changes may be made to that Drawing other than changes resulting from review notes made by the Architect unless such changes are clearly identified and circled before being resubmitted. Any failure to comply with this requirement shall nullify and invalidate the Architect's review.
  4. Submittals without Contractor's stamp of review will not be reviewed and will be returned for resubmission.
- D. Submittals will be accepted from the Contractor only. Submittals received from other entities will be returned without review or action.
- E. Do not submit substitute items that have not been approved by means of the procedure specified elsewhere.
- F. Do not include requests for substitution (either direct or indirect) on submittals; comply with procedures for substitutions specified elsewhere.
- G. Deliver submittals to Architect at business address.
- H. Schedule submittals to expedite the Project, and coordinate submission of related items.
  1. Prepare and submit, in accordance with the approved Project Construction Schedule, a separate document listing dates by which shop drawings, product data and samples must be submitted for each material, product or equipment item requiring submittal.
  2. The schedule shall reflect an orderly sequence so as to cause no delay in the Work.
  3. Coordinate submittals and activities that must be performed in sequence, so that the Architect has enough information to properly review the submittals.
  4. Coordinate submittals of different types for the same product or system so that the Architect has enough information to properly review each submittal.
  5. The dates indicated shall allow reasonable time for the review process of checking, correcting and resubmitting and reasonable time for procurement.
  6. No extension of time will be granted to the Contractor/Subcontractor because of failure to expeditiously submit shop drawings and samples in reasonable time to allow for review process.
  7. For each submittal for review, allow 15 days excluding delivery time to and from the Contractor. Architect shall review with reasonable promptness.
- I. Identify variations from Contract Documents and Product or system limitations that may be detrimental to successful performance of the completed Work.
- J. Provide space for Contractor and Architect review stamps. Submittals to receive Architect's action marking: Provide blank space on the label or on the submittal itself for action

marking; 4 inches wide by 6 inches high.

- K. Do not commence work which requires review of any submittals until receipt of returned submittals with an acceptable action.
  - 1. Stamped Reviewed, no corrections or resubmissions required, fabrication may proceed.
  - 2. Stamped Revise and Resubmit.
    - a. If Contractor/Subcontractor complies with noted corrections, fabrication may proceed.
  - 3. If for any reason the Contractor/Subcontractor cannot comply with the noted corrections, fabrication shall not proceed and Contractor/Subcontractor shall resubmit, following procedures outlined herein before.
  - 4. Stamped Revise and Resubmit or Resubmit.
    - a. Contractor/Subcontractor shall revise and resubmit for review. Fabrication shall not proceed.
- L. When revised for resubmission, identify all changes made since previous submission.
- M. Distribute reviewed submittals as appropriate. Instruct parties to promptly report any inability to comply with requirements.
- N. Submittals not requested will not be recognized or processed.

**END OF SECTION**

**SECTION 01325 - CONSTRUCTION PROGRESS SCHEDULE**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Preliminary schedule.
- B. Construction progress schedule, bar chart type.
- C. Reports.

**1.02 SUBMITTALS**

- A. Within 7 days after date established in Notice to Proceed, submit preliminary schedule defining planned operations for the first 45 days of Work, with a general outline for remainder of Work.
- B. If preliminary schedule requires revision after review, submit revised schedule within 3 working days.
- C. Within 10 days after date established in Notice to Proceed, submit draft of proposed complete schedule for review.
  - 1. Include written certification that major contractors have reviewed and accepted proposed schedule.
- D. Within 3 days after Architect's review, submit complete schedule.
- E. Submit Daily Construction Reports every week.
- F. Submit updated schedule and Progress Reports with each Application for Payment.
- G. Submit the number of opaque reproductions that Contractor requires, plus three copies that will be retained by Architect.
- H. Submit under transmittal letter form specified in Section 01300.

**1.03 QUALITY ASSURANCE**

- A. Scheduler: Contractor's personnel or specialist Consultant specializing in CPM scheduling with one years minimum experience in scheduling construction work of a complexity comparable to this Project, and having use of computer facilities capable of delivering a detailed graphic printout within 48 hours of request.

**1.04 SCHEDULE FORMAT**

- A. Listings: In chronological order according to the start date for each activity. Identify each activity with the applicable specification section number.
- B. Diagram Sheet Size: Maximum 22 x 17 inches or width required.
- C. Sheet Size: Multiples of 8-1/2 x 11 inches.
- D. Scale and Spacing: To allow for notations and revisions.

**1.05 COORDINATION**

- A. In preparation of schedules, take into account the time allowed or required for the Architect's administrative procedures.

**PART 3 EXECUTION**

**3.01 PRELIMINARY SCHEDULE**

- A. Prepare preliminary schedule in the form of a horizontal bar chart.

**3.02 CONTENT**

- A. Show complete sequence of construction by activity, with dates for beginning and completion of each element of construction.
- B. Identify each item by specification section number.
- C. Identify work of separate stages and other logically grouped activities.
- D. Provide sub-schedules to define critical portions of the entire schedule.
- E. Include conferences and meetings in schedule.
- F. Show accumulated percentage of completion of each item, and total percentage of Work completed, as of the first day of each month.
- G. Provide separate schedule of submittal dates for shop drawings, product data, and samples, owner-furnished products, Products identified under Allowances, and dates reviewed submittals will be required from Architect. Indicate decision dates for selection of finishes.
- H. Indicate delivery dates for owner-furnished products.
- I. Coordinate content with schedule of values specified in Section 01200.
- J. Provide legend for symbols and abbreviations used.
- K. Use the same terminology as that used in the Contract Documents.

**3.03 BAR CHARTS**

- A. Include a separate bar for each major portion of Work or operation.
- B. Identify the first work day of each week.
- C. Coordinate each element on the schedule with other construction activities.
- D. Show activities in proper sequence.
- E. Include cost bar at top of chart, showing estimated and actual costs of work performed at the date of each application for payment.
- F. Use vertical lines to mark the time scale at not more than one week intervals.

**3.04 CONTRACTOR'S CONSTRUCTION SCHEDULE**

- A. Provide construction schedule in the form of bar charts:
  - 1. Use the same items of work as shown in the schedule of values.
  - 2. Where related activities must be performed in sequence, show relationship graphically.
  - 3. Incorporate the submittal schedule specified elsewhere.
  - 4. Incorporate the quality control activities schedule specified elsewhere.
  - 5. Show dates of:
    - a. Each activity that influences the construction time.

- b. Preconstruction meeting.
- c. Ordering dates for products requiring long lead time.
- d. Completion of demolition.
- e. Completion of mechanical work.
- f. Completion of electrical work.
- g. Instruction of the Owner's personnel in operation and maintenance of equipment and systems.
- h. Substantial and final completion, with time frames for the Architect's completion procedures.
- 6. In developing the schedule take into account:
  - a. Continued occupancy of areas adjacent to the work area as well as throughout the building.
  - b. Interruption of services to occupied facilities
  - c. Site limitations

### **3.05 UPDATING SCHEDULE**

- A. Maintain schedules to record actual start and finish dates of completed activities.
- B. Indicate progress of each activity to date of revision, with projected completion date of each activity.
- C. Annotate diagrams to graphically depict current status of Work.
- D. Identify activities modified since previous submittal, major changes in Work, and other identifiable changes.
- E. Indicate changes required to maintain Date of Substantial Completion.
- F. Submit progress reports required to support recommended changes.

### **3.06 DISTRIBUTION OF SCHEDULE**

- A. Distribute copies of updated schedules and reports to Contractor's project site file, to Subcontractors, suppliers, Architect, Owner, and other concerned parties.
- B. Instruct recipients to promptly report, in writing, problems anticipated by projections shown in schedules.

### **3.07 REPORTS**

- A. Daily Construction Logs: Every day, record the following information concerning events at the site:
  - 1. Approximate number of persons at the site.
  - 2. Visitors to the site.
  - 3. Modifications to the contract received; modifications implemented.
  - 4. Changes in occupancy.
  - 5. Delays; reasons for delay.
  - 6. Emergencies and accidents.
  - 7. Equipment and system start-ups and tests.
  - 8. Losses of material and property.
  - 9. Meetings held and significant decisions made there.
  - 10. Names of Subcontractors at site.
  - 11. Orders and requests of representatives of governing authorities.

**UNIVERSITY OF SOUTH CAROLINA  
SCHOOL OF MEDICINE-  
CRF/DM Building 104 Mechanical Renovations  
COLUMBIA, SC**

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A/E PROJECT #11060.02**

12. Unusual events.
  13. Utility service disconnections and connections.
- B. Progress Reports: Prepare a narrative report describing the general state of completion of the work and describing in detail the following:
1. Actual and anticipated delays, their impact on the schedule, and corrective actions taken or proposed.
  2. Actual and potential problems.
  3. Status of change order work.
  4. Effect of delays, problems, and changes on the schedules of Subcontractors.
  5. Outstanding change proposal requests.
  6. Status of corrective work ordered by the Architect

**END OF SECTION**

**SECTION 01400 - QUALITY REQUIREMENTS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. References and standards.
- B. Mock-ups.
- C. Control of installation.
- D. Tolerances.
- E. Testing and inspection services.
- F. Manufacturers' field services.

**1.02 REFERENCE STANDARDS**

- A. ASTM C1021 - Standard Practice for Laboratories Engaged in Testing of Building Sealants; 2008.
- B. ASTM C 1077 - Standard Practice for Laboratories Testing Concrete and Concrete Aggregates for Use in Construction and Criteria for Laboratory Evaluation; 2009.
- C. ASTM C1093 - Standard Practice for Accreditation of Testing Agencies for Masonry; 2009.
- D. ASTM D 3740 - Standard Practice for Minimum Requirements for Agencies Engaged in the Testing and/or Inspection of Soil and Rock as Used in Engineering Design and Construction; 2008.
- E. ASTM E 329 - Standard Specification for Agencies Engaged Construction Inspection and/or Testing; 2009.
- F. ASTM E543 - Standard Specification for Agencies Performing Nondestructive Testing; 2009.

**1.03 SUBMITTALS**

- A. Testing Agency Qualifications:
  - 1. Prior to start of Work, submit agency name, address, and telephone number, and names of full time registered Engineer and responsible officer.
  - 2. Submit copy of report of laboratory facilities inspection made by NIST Construction Materials Reference Laboratory during most recent inspection, with memorandum of remedies of any deficiencies reported by the inspection.
- B. Design Data: Submit for Architect's knowledge as contract administrator for the limited purpose of assessing conformance with information given and the design concept expressed in the contract documents, or for Owner's information.
- C. Test Reports: After each test/inspection, promptly submit two copies of report to Architect and to Contractor.
  - 1. Include:
    - a. Date issued.
    - b. Project title and number.
    - c. Name of inspector.
    - d. Date and time of sampling or inspection.



- e. Identification of product and specifications section.
  - f. Location in the Project.
  - g. Type of test/inspection.
  - h. Date of test/inspection.
  - i. Results of test/inspection.
  - j. Conformance with Contract Documents.
  - k. When requested by Architect, provide interpretation of results.
- D. Certificates: When specified in individual specification sections, submit certification by the manufacturer and Contractor or installation/application subcontractor to Architect, in quantities specified for Product Data.
- 1. Indicate material or product conforms to or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
- E. Manufacturer's Instructions: When specified in individual specification sections, submit printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, for the Owner's information. Indicate special procedures, perimeter conditions requiring special attention, and special environmental criteria required for application or installation.
- F. Manufacturer's Field Reports: Submit reports for Architect's benefit as contract administrator or for Owner.
- 1. Submit report within 10 days of observation to Architect for information.
  - 2. Submit for information for the limited purpose of assessing conformance with information given and the design concept expressed in the contract documents.
- G. Erection Drawings: Submit drawings for Architect's benefit as contract administrator or for Owner.
- 1. Submit for information for the limited purpose of assessing conformance with information given and the design concept expressed in the contract documents.

#### **1.04 REFERENCES AND STANDARDS**

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

#### **1.05 TESTING AND INSPECTION AGENCIES**

- A. As indicated in individual specification sections, Owner or Contractor shall employ and pay for services of an independent testing agency to perform other specified testing.
- B. Employment of agency in no way relieves Contractor of obligation to perform Work in accordance with requirements of Contract Documents.
- C. Contractor Employed Agency:
  - 1. Testing agency: Comply with requirements of ASTM E 329, ASTM E 548, ASTM E 543, ASTM C 1021, ASTM C 1077, and ASTM C 1093.
  - 2. Inspection agency: Comply with requirements of ASTM D3740, ASTM E329, and ASTM E548.
  - 3. Laboratory: Authorized to operate in South Carolina.
  - 4. Laboratory Staff: Maintain a full time registered Engineer on staff to review services.
  - 5. Testing Equipment: Calibrated at reasonable intervals either by NIST or using an NIST established Measurement Assurance Program, under a laboratory measurement quality assurance program.

## **PART 2 PRODUCTS - NOT USED**

## **PART 3 EXECUTION**

### **3.01 CONTROL OF INSTALLATION**

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

### **3.02 MOCK-UPS**

- A. Tests will be performed under provisions identified in this section and identified in the respective product specification sections.
- B. Assemble and erect specified items with specified attachment and anchorage devices, flashings, seals, and finishes.
- C. Accepted mock-ups shall be a comparison standard for the remaining Work.
- D. Where mock-up has been accepted by Architect and is specified in product specification sections to be removed, remove mock-up and clear area when directed to do so.

### **3.03 TOLERANCES**

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

### **3.04 TESTING AND INSPECTION**

- A. See individual specification sections for testing required.
- B. Testing Agency Duties:
  - 1. Test samples of mixes submitted by Contractor.
  - 2. Provide qualified personnel at site. Cooperate with Architect and Contractor in performance of services.
  - 3. Perform specified sampling and testing of products in accordance with specified standards.
  - 4. Ascertain compliance of materials and mixes with requirements of Contract Documents.
  - 5. Promptly notify Architect and Contractor of observed irregularities or non-conformance of Work or products.
  - 6. Perform additional tests and inspections required by Architect.
  - 7. Submit reports of all tests/inspections specified.
- C. Limits on Testing/Inspection Agency Authority:
  - 1. Agency may not release, revoke, alter, or enlarge on requirements of Contract Documents.
  - 2. Agency may not approve or accept any portion of the Work.
  - 3. Agency may not assume any duties of Contractor.
  - 4. Agency has no authority to stop the Work.
- D. Contractor Responsibilities:
  - 1. Deliver to agency at designated location, adequate samples of materials proposed to be used that require testing, along with proposed mix designs.
  - 2. Cooperate with laboratory personnel, and provide access to the Work and to manufacturers' facilities.
  - 3. Provide incidental labor and facilities:
    - a. To provide access to Work to be tested/inspected.
    - b. To obtain and handle samples at the site or at source of Products to be tested/inspected.
    - c. To facilitate tests/inspections.
    - d. To provide storage and curing of test samples.
  - 4. Notify Architect and laboratory 24 hours prior to expected time for operations requiring testing/inspection services.
  - 5. Employ services of an independent qualified testing laboratory and pay for additional samples, tests, and inspections required by Contractor beyond specified requirements.
  - 6. Arrange with Owner's agency and pay for additional samples, tests, and inspections required by Contractor beyond specified requirements.
- E. Re-testing required because of non-conformance to specified requirements shall be performed by the same agency on instructions by Architect.
- F. Re-testing required because of non-conformance to specified requirements shall be paid for

**3.05 MANUFACTURERS' FIELD SERVICES**

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

**3.06 DEFECT ASSESSMENT**

- A. Replace Work or portions of the Work not conforming to specified requirements.
- B. If, in the opinion of Architect, it is not practical to remove and replace the Work, Architect will direct an appropriate remedy or adjust payment.

**END OF SECTION**

**SECTION 01600 - PRODUCT REQUIREMENTS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. General product requirements.
- B. Transportation, handling, storage and protection.
- C. Product option requirements.
- D. Substitution limitations and procedures.
- E. Procedures for Owner-supplied products.
- F. Maintenance materials, including extra materials, spare parts, tools, and software.

**1.02 SUBMITTALS**

- A. Proposed Products List: Submit list of major products proposed for use, with name of manufacturer, trade name, and model number of each product.
  - 1. Submit within 15 days after date of Agreement.
  - 2. For products specified only by reference standards, list applicable reference standards.
- B. Product Data Submittals: Submit manufacturer's standard published data. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information specific to this Project.
- C. Shop Drawing Submittals: Prepared specifically for this Project; indicate utility and electrical characteristics, utility connection requirements, and location of utility outlets for service for functional equipment and appliances.
- D. Sample Submittals: Illustrate functional and aesthetic characteristics of the product, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
  - 1. For selection from standard finishes, submit samples of the full range of the manufacturer's standard colors, textures, and patterns.

**PART 2 PRODUCTS**

**2.01 NEW PRODUCTS**

- A. Provide new products unless specifically required or permitted by the Contract Documents.
- B. Motors: Refer to Section 15065, NEMA MG 1 Type. Specific motor type is specified in individual specification sections.
- C. Wiring Terminations: Provide terminal lugs to match branch circuit conductor quantities, sizes, and materials indicated. Size terminal lugs to NFPA 70, include lugs for terminal box.
- D. Cord and Plug: Provide minimum 6 foot cord and plug including grounding connector for connection to electric wiring system. Cord of longer length is specified in individual specification sections.

**2.02 PRODUCT OPTIONS**

- A. Products Specified by Reference Standards or by Description Only: Use any product meeting those standards or description.

- B. Products Specified by Naming One or More Manufacturers: Use a product of one of the manufacturers named and meeting specifications, no options or substitutions allowed.
- C. Products Specified by Naming One or More Manufacturers with a Provision for Substitutions: Submit a request for substitution for any manufacturer not named.

## **2.03 MAINTENANCE MATERIALS**

- A. Furnish extra materials, spare parts, tools, and software of types and in quantities specified in individual specification sections.
- B. Deliver to Project site; obtain receipt prior to final payment.

## **PART 3 EXECUTION**

### **3.01 SUBSTITUTION PROCEDURES**

- A. Instructions to Bidders specify time restrictions for submitting requests for substitutions during the bidding period. Comply with requirements specified in this section.
- B. Substitutions will not be considered when a product becomes unavailable through no fault of the Contractor.
- C. Document each request with complete data substantiating compliance of proposed substitution with Contract Documents.
- D. A request for substitution constitutes a representation that the submitter:
  - 1. Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product.
  - 2. Will provide the same warranty for the substitution as for the specified product.
  - 3. Will coordinate installation and make changes to other Work that may be required for the Work to be complete with no additional cost to Owner.
  - 4. Waives claims for additional costs or time extension that may subsequently become apparent.
  - 5. Will reimburse Owner and Architect for review or redesign services associated with re-approval by authorities.
- E. Substitutions will not be considered when they are indicated or implied on shop drawing or product data submittals, without separate written request, or when acceptance will require revision to the Contract Documents.
- F. Substitution Submittal Procedure:
  - 1. Submit three copies of request for substitution for consideration. Limit each request to one proposed substitution.
  - 2. Submit shop drawings, product data, and certified test results attesting to the proposed product equivalence. Burden of proof is on proposer.
  - 3. The Architect will notify Contractor in writing of decision to accept or reject request.
- G. Substitution Request Form:
  - 1. **SUBSTITUTIONS WILL BE CONSIDERED ONLY WHEN THE ATTACHED FORM IS COMPLETED AND INCLUDED WITH THE SUBMITTAL WITH ALL BACK-UP DATA.**

### **3.02 OWNER-SUPPLIED PRODUCTS**

- A. See Section 01100 - Summary for identification of Owner-supplied products.

**B. Owner's Responsibilities:**

1. Arrange for and deliver Owner reviewed shop drawings, product data, and samples, to Contractor.
2. Arrange and pay for product delivery to site.
3. On delivery, inspect products jointly with Contractor.
4. Submit claims for transportation damage and replace damaged, defective, or deficient items.
5. Arrange for manufacturers' warranties, inspections, and service.

**C. Contractor's Responsibilities:**

1. Review Owner reviewed shop drawings, product data, and samples.
2. Receive and unload products at site; inspect for completeness or damage jointly with Owner.
3. Handle, store, install and finish products.
4. Repair or replace items damaged after receipt.

**3.03 TRANSPORTATION AND HANDLING**

- A. Coordinate schedule of product delivery to designated prepared areas in order to minimize site storage time and potential damage to stored materials.
- B. Transport and handle products in accordance with manufacturer's instructions.
- C. Transport materials in covered trucks to prevent contamination of product and littering of surrounding areas.
- D. Promptly inspect shipments to ensure that products comply with requirements, quantities are correct, and products are undamaged.
- E. Provide equipment and personnel to handle products by methods to prevent soiling, disfigurement, or damage.
- F. Arrange for the return of packing materials, such as wood pallets, where economically feasible.

**3.04 STORAGE AND PROTECTION**

- A. Designate receiving/storage areas for incoming products so that they are delivered according to installation schedule and placed convenient to work area in order to minimize waste due to excessive materials handling and misapplication.
- B. Store and protect products in accordance with manufacturers' instructions.
- C. Store with seals and labels intact and legible.
- D. Store sensitive products in weather tight, climate controlled, enclosures in an environment favorable to product.
- E. For exterior storage of fabricated products, place on sloped supports above ground.
- F. Provide bonded off-site storage and protection when site does not permit on-site storage or protection.
- G. Cover products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.
- H. Store loose granular materials on solid flat surfaces in a well-drained area. Prevent mixing

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with foreign matter.

- I. Prevent contact with material that may cause corrosion, discoloration, or staining.
- J. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.
- K. Arrange storage of products to permit access for inspection. Periodically inspect to verify products are undamaged and are maintained in acceptable condition.

**END OF SECTION**



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**SECTION 01601 - SUPPLEMENT A - SUBSTITUTION REQUEST FORM**

TO:

Tom Weiland  
GMK Associates, Inc.  
1201 Main Street, Suite 2100  
Columbia, South Carolina 29201  
fax: 803.255.7243

We hereby submit for your consideration the following product instead of the specified item for the above project:

DRAWING NO. \_\_\_\_\_ DRAWING NAME \_\_\_\_\_

SPEC. SECT.	SPEC NAME	PARAGRAPH	SPECIFIED ITEM
-------------	-----------	-----------	----------------

_____	_____	_____	_____
-------	-------	-------	-------

Proposed Substitution: \_\_\_\_\_

Attached complete information on changes to Drawings and/or Specifications, which proposed substitution would require for its proper installation.

Submit with request necessary samples and substantiating data to prove equal quality and performance to that which is specified. Clearly mark manufacturer's literature to indicate equality in performance.

The undersigned certifies that the function, appearance and quality are of equal performance and assumes liability for equal performance, equal design and compatibility with adjacent materials.

Submitted By:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Firm

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Date

Signature shall be by person having authority to legally bind his firm to the above terms. Failure to provide legally binding signature will result in retraction of approval.

\_\_\_\_\_  
For use by the Architect:

\_\_\_\_\_  
For use by the Owner:

☐ Recommended

☐ Recommended as noted

☐ Approved

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<input type="checkbox"/> Not Recommended	<input type="checkbox"/> Received too late	<input type="checkbox"/> Not Approved
<input type="checkbox"/> Insufficient data received		<input type="checkbox"/> Approved as noted
By:		By:
Date:		Date:

\_\_\_\_\_  
Fill in Blanks Below:

A. Does the substitution affect dimensions shown on Drawings: Yes\_\_\_No\_\_\_ If yes, clearly indicate changes.\_\_\_\_\_

B. Will the undersigned pay for changes to the building design, including engineering and detailing costs caused by the requested substitution? Yes \_\_\_ No \_\_\_ If no, fully explain:\_\_\_\_\_

C. What affect does substitution have on other Contracts or other trades?  
\_\_\_\_\_

D. What affect does substitution have on construction schedule?  
\_\_\_\_\_

E. Manufacturer's warranties of the proposed and specified items are: \_\_\_ Same \_\_\_ Different  
(If Different, Explain on Attachment)

F. Reason for Request: \_\_\_\_\_

G. Itemized comparison of specified item(s) with the proposed substitution; list significant variations:\_\_\_\_\_

H. Accurate cost data comparing proposed substitution with product specified:  
\_\_\_\_\_

I. Designation of maintenance services and sources:  
\_\_\_\_\_

(Attach additional sheets if required.)

**END OF SECTION**

**SECTION 01700 - EXECUTION REQUIREMENTS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Examination, preparation, and general installation procedures.
- B. Requirements for alterations work, including selective demolition, except removal, disposal, and/or remediation of hazardous materials and toxic substances.
- C. Pre-installation meetings.
- D. Cutting and patching.
- E. Cleaning and protection.
- F. Starting of systems and equipment.
- G. Demonstration and instruction of Owner personnel.
- H. Closeout procedures, except payment procedures.
- I. General requirements for maintenance service.

**1.02 REFERENCE STANDARDS**

**1.03 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Survey work: Submit name, address, and telephone number of Surveyor before starting survey work.
  - 1. On request, submit documentation verifying accuracy of survey work.
  - 2. Submit a copy of site drawing signed by the Land Surveyor, that the elevations and locations of the work are in conformance with Contract Documents.
  - 3. Submit surveys and survey logs for the project record.
- C. Cutting and Patching: Submit written request in advance of cutting or alteration that affects:
  - 1. Structural integrity of any element of Project.
  - 2. Integrity of weather exposed or moisture resistant element.
  - 3. Efficiency, maintenance, or safety of any operational element.
  - 4. Visual qualities of sight exposed elements.
  - 5. Work of Owner or separate Contractor.
  - 6. Include in request:
    - a. Identification of Project.
    - b. Location and description of affected work.
    - c. Necessity for cutting or alteration.
    - d. Description of proposed work and products to be used.
    - e. Alternatives to cutting and patching.
    - f. Effect on work of Owner or separate Contractor.
    - g. Written permission of affected separate Contractor.
    - h. Date and time work will be executed.
- D. Project Record Documents: Accurately record actual locations of capped and active utilities.

**1.04 QUALIFICATIONS**

- A. For survey work, employ a land surveyor registered in South Carolina and acceptable to Architect. Submit evidence of Surveyor's Errors and Omissions insurance coverage in the form of an Insurance Certificate.

#### **1.05 PROJECT CONDITIONS**

- A. Protect site from puddling or running water. Provide water barriers as required to protect site from soil erosion.
- B. Provide methods, means and facilities to prevent water intrusion into new construction and renovations. Eliminate standing water immediately. Remove wet materials and replace with new.
- C. Ventilate enclosed areas to assist cure of materials, to dissipate humidity, and to prevent accumulation of dust, fumes, vapors, or gases.
- D. Dust Control: Execute work by methods to minimize raising dust from construction operations. Provide positive means to prevent air-borne dust from dispersing into atmosphere and over adjacent property.
  - 1. Provide dust-proof enclosures to prevent entry of dust generated outdoors.
  - 2. Provide dust-proof barriers between construction areas and areas continuing to be occupied by Owner.
  - 3. Clean interior spaces prior to the start of the finish painting and continue cleaning on an as-needed basis until painting is finished.
  - 4. Schedule operations so that dust and other contaminants resulting from cleaning process will not fall on wet or newly-coated surfaces.
  - 5. Handle materials in a controlled manner with as little handling as possible; do not drop or throw materials from heights.
- E. Noise Control: Provide methods, means, and facilities to minimize noise produced by construction operations.
- F. Pest and Rodent Control: Provide methods, means, and facilities to prevent pests and insects from damaging the work.
- G. Rodent Control: Provide methods, means, and facilities to prevent rodents from accessing or invading premises.
- H. Pollution Control: Provide methods, means, and facilities to prevent contamination of soil, water, and atmosphere from discharge of noxious, toxic substances, and pollutants produced by construction operations. Comply with federal, state, and local regulations.

#### **1.06 PRE-CONSTRUCTION**

- A. Meet with management staff of the area of construction for required infection control practices in that department and comply with the Owner's policies.

### **PART 2 PRODUCTS**

#### **2.01 PATCHING MATERIALS**

- A. New Materials: As specified in product sections; match existing products and work for patching and extending work.
- B. Type and Quality of Existing Products: Determine by inspecting and testing products where necessary, referring to existing work as a standard.

- C. Product Substitution: For any proposed change in materials, submit request for substitution described in Section 01600.

### **PART 3 EXECUTION**

#### **3.01 EXAMINATION**

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

#### **3.02 PREPARATION**

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

#### **3.03 PREINSTALLATION MEETINGS**

- A. When required in individual specification sections, convene a preinstallation meeting at the site prior to commencing work of the section.
- B. Require attendance of parties directly affecting, or affected by, work of the specific section.
- C. Notify Architect four days in advance of meeting date.
- D. Prepare agenda and preside at meeting:
  - 1. Review conditions of examination, preparation and installation procedures.
  - 2. Review coordination with related work.
- E. Record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, Owner, participants, and those affected by decisions made.

#### **3.04 LAYING OUT THE WORK**

- A. Verify locations of survey control points prior to starting work.
- B. Promptly notify Architect of any discrepancies discovered.
- C. Protect survey control points prior to starting site work; preserve permanent reference points during construction.

- D. Promptly report to Architect the loss or destruction of any reference point or relocation required because of changes in grades or other reasons.
- E. Replace dislocated survey control points based on original survey control. Make no changes without prior written notice to Architect.
- F. Utilize recognized engineering survey practices.
- G. Establish elevations, lines and levels. Locate and lay out by instrumentation and similar appropriate means:
  - 1. Site improvements including pavements; stakes for grading, fill and topsoil placement; utility locations, slopes, and invert elevations.
  - 2. Grid or axis for structures.
  - 3. Building foundation, column locations, ground floor elevations.
- H. Periodically verify layouts by same means.
- I. Maintain a complete and accurate log of control and survey work as it progresses.

### **3.05 GENERAL INSTALLATION REQUIREMENTS**

- A. Install products as specified in individual sections, in accordance with manufacturer's instructions and recommendations, and so as to avoid waste due to necessity for replacement.
- B. Building shall be enclosed, ventilated and sealed from the exterior prior to installation of interior finish materials.
- C. Make vertical elements plumb and horizontal elements level, unless otherwise indicated.
- D. Install equipment and fittings plumb and level, neatly aligned with adjacent vertical and horizontal lines, unless otherwise indicated.
- E. Make consistent texture on surfaces, with seamless transitions, unless otherwise indicated.
- F. Make neat transitions between different surfaces, maintaining texture and appearance.

### **3.06 ALTERATIONS**

- A. Drawings showing existing construction and utilities are based on casual field observation and existing record documents only.
  - 1. Verify that construction and utility arrangements are as shown.
  - 2. Report discrepancies to Architect before disturbing existing installation.
  - 3. Beginning of alterations work constitutes acceptance of existing conditions.
- B. Keep areas in which alterations are being conducted separated from other areas that are still occupied.
  - 1. Provide, erect, and maintain temporary dustproof partitions of construction specified in Section 01500 in locations indicated on drawings.
- C. Maintain weatherproof exterior building enclosure except for interruptions required for replacement or modifications; take care to prevent water and humidity damage.
  - 1. Where openings in exterior enclosure exist, provide construction to make exterior enclosure weatherproof.
  - 2. Insulate existing ducts or pipes that are exposed to outdoor ambient temperatures by alterations work.

- D. Remove existing work as indicated and as required to accomplish new work.
  - 1. Remove rotted wood, corroded metals, and deteriorated masonry and concrete; replace with new construction specified.
  - 2. Remove items indicated on drawings.
  - 3. Relocate items indicated on drawings.
  - 4. Where new surface finishes are to be applied to existing work, perform removals, patch, and prepare existing surfaces as required to receive new finish; remove existing finish if necessary for successful application of new finish.
  - 5. Where new surface finishes are not specified or indicated, patch holes and damaged surfaces to match adjacent finished surfaces as closely as possible.
- E. Services (Including but not limited to HVAC, Plumbing, Fire Protection, Electrical, and Telecommunications): Remove, relocate, and extend existing systems to accommodate new construction.
  - 1. Maintain existing active systems that are to remain in operation; maintain access to equipment and operational components; if necessary, modify installation to allow access or provide access panel.
  - 2. Where existing systems or equipment are not active and Contract Documents require reactivation, put back into operational condition; repair supply, distribution, and equipment as required.
  - 3. Where existing active systems serve occupied facilities but are to be replaced with new services, maintain existing systems in service until new systems are complete and ready for service.
    - a. Disable existing systems only to make switchovers and connections; minimize duration of outages.
    - b. See Section 01100 for other limitations on outages and required notifications.
    - c. Provide temporary connections as required to maintain existing systems in service.
  - 4. Verify that abandoned services serve only abandoned facilities.
  - 5. Remove abandoned pipe, ducts, conduits, and equipment, including those above accessible ceilings; remove back to source of supply where possible, otherwise cap stub and tag with identification; patch holes left by removal using materials specified for new construction.
- F. Protect existing work to remain.
  - 1. Prevent movement of structure; provide shoring and bracing if necessary.
  - 2. Perform cutting to accomplish removals neatly and as specified for cutting new work.
  - 3. Repair adjacent construction and finishes damaged during removal work.
- G. Adapt existing work to fit new work: Make as neat and smooth transition as possible.
- H. When existing finished surfaces are cut so that a smooth transition with new work is not possible, terminate existing surface along a straight line at a natural line of division and make recommendation to Architect.
- I. Where removal of partitions or walls results in adjacent spaces becoming one, rework floors, walls, and ceilings to a smooth plane without breaks, steps, or bulkheads.
- J. Where a change of plane of 1/4 inch or more occurs in existing work, submit recommendation for providing a smooth transition for Architect review and request instructions.
- K. Trim existing wood doors as necessary to clear new floor finish. Refinish trim as required.

- L. Patching: Where the existing surface is not indicated to be refinished, patch to match the surface finish that existed prior to cutting. Where the surface is indicated to be refinished, patch so that the substrate is ready for the new finish.
- M. Refinish existing surfaces as indicated:
- N. Where rooms or spaces are indicated to be refinished, refinish all visible existing surfaces to remain to the specified condition for each material, with a neat transition to adjacent finishes.
- O. If mechanical or electrical work is exposed accidentally during the work, re-cover and refinish to match.
- P. Clean existing systems and equipment.
- Q. Remove demolition debris and abandoned items from alterations areas and dispose of off-site; do not burn or bury.
- R. Do not begin new construction in alterations areas before demolition is complete.
- S. Comply with all other applicable requirements of this section.

### **3.07 CUTTING AND PATCHING**

- A. Whenever possible, execute the work by methods that avoid cutting or patching.
- B. See Alterations article above for additional requirements.
- C. Perform whatever cutting and patching is necessary to:
  - 1. Complete the work.
  - 2. Fit products together to integrate with other work.
  - 3. Provide openings for penetration of mechanical, electrical, and other services.
  - 4. Match work that has been cut to adjacent work.
  - 5. Repair areas adjacent to cuts to required condition.
  - 6. Repair new work damaged by subsequent work.
  - 7. Remove samples of installed work for testing when requested.
  - 8. Remove and replace defective and non-conforming work.
- D. Execute work by methods that avoid damage to other work and that will provide appropriate surfaces to receive patching and finishing. In existing work, minimize damage and restore to original condition.
- E. Employ original installer to perform cutting for weather exposed and moisture resistant elements, and sight exposed surfaces.
- F. Cut rigid materials using masonry saw or core drill. Pneumatic tools not allowed without prior approval.
- G. Restore work with new products in accordance with requirements of Contract Documents.
- H. Fit work air tight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.
- I. At penetrations of fire rated walls, partitions, ceiling, or floor construction, completely seal voids with fire rated material in accordance with Section 07840, to full thickness of the penetrated element.
- J. Patching:



1. Finish patched surfaces to match finish that existed prior to patching. On continuous surfaces, refinish to nearest intersection or natural break. For an assembly, refinish entire unit.
  2. Match color, texture, and appearance.
  3. Repair patched surfaces that are damaged, lifted, discolored, or showing other imperfections due to patching work. If defects are due to condition of substrate, repair substrate prior to repairing finish.
- K. Meet with management staff of the area of construction for required infection control practices in that department and comply with the Owner's policies.

### **3.08 PROGRESS CLEANING**

- A. Conduct cleaning and disposal operations to comply with codes, ordinances, regulations, and anti-pollution laws.
- B. Contractor shall assess the amount of air borne dust and debris for construction and apprise the Owner of the need to change the air filtration filters in the air handling system at an increased frequency.
- C. Maintain areas free of waste materials, debris, and rubbish. Maintain site in a clean and orderly condition.
- D. Remove debris and rubbish from pipe chases, plenums, attics, crawl spaces, and other closed or remote spaces, prior to enclosing the space.
- E. Broom and vacuum clean interior areas prior to start of surface finishing, and continue cleaning to eliminate dust.
- F. Collect and remove waste materials, debris, and rubbish from site periodically and dispose off-site.
- G. Do not dispose of volatile wastes such as mineral spirits, oil or paint thinner in storm or sanitary drains.

### **3.09 PROTECTION OF INSTALLED WORK**

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

### **3.10 SYSTEM STARTUP**

- A. Coordinate schedule for start-up of various equipment and systems.
- B. Notify Architect and owner seven days prior to start-up of each item.
- C. Verify that each piece of equipment or system has been checked for proper lubrication, drive rotation, belt tension, control sequence, and for conditions that may cause damage.
- D. Verify tests, meter readings, and specified electrical characteristics agree with those required by the equipment or system manufacturer.
- E. Verify that wiring and support components for equipment are complete and tested.
- F. Execute start-up under supervision of applicable Contractor personnel and manufacturer's representative in accordance with manufacturers' instructions.
- G. When specified in individual specification Sections, require manufacturer to provide authorized representative to be present at site to inspect, check, and approve equipment or system installation prior to start-up, and to supervise placing equipment or system in operation.
- H. Submit a written report that equipment or system has been properly installed and is functioning correctly.

### **3.11 DEMONSTRATION AND INSTRUCTION**

- A. Demonstrate operation and maintenance of products to Owner's personnel two weeks prior to date of Substantial Completion.
- B. Demonstrate start-up, operation, control, adjustment, trouble-shooting, servicing, maintenance, and shutdown of each item of equipment at scheduled time, at equipment location.
- C. For equipment or systems requiring seasonal operation, perform demonstration for other season within six months.
- D. Provide a qualified person who is knowledgeable about the Project to perform demonstration and instruction of owner personnel.
- E. Utilize operation and maintenance manuals as basis for instruction. Review contents of manual with Owner's personnel in detail to explain all aspects of operation and maintenance.
- F. Prepare and insert additional data in operations and maintenance manuals when need for additional data becomes apparent during instruction.
- G. The amount of time required for instruction on each item of equipment and system is that specified in individual sections.

### **3.12 ADJUSTING**

- A. Adjust operating products and equipment to ensure smooth and unhindered operation.
- B. Testing, adjusting, and balancing HVAC systems: See Section 15950.

### **3.13 FINAL CLEANING**

- A. Employ skilled workmen for final cleaning.
- B. Materials:
  - 1. Use only those cleaning materials which will not create hazards to health or property

- and which will not damage surfaces.
- 2. Use only those cleaning materials and methods recommended by manufacturer of the surface material to be cleaned.
- 3. Use cleaning materials only on surfaces recommended by cleaning material manufacturer.
- 4. Sweeping compounds used in cleaning operations shall leave no residue on concrete floor surfaces that may effect installation of finish flooring materials.
- C. Execute final cleaning prior to final project assessment.
  - 1. Clean areas to be occupied by Owner prior to final completion before Owner occupancy.
- D. Use cleaning materials that are nonhazardous.
- E. Clean interior and exterior glass, surfaces exposed to view; remove temporary labels, stains and foreign substances, polish transparent and glossy surfaces, vacuum carpeted and soft surfaces.
- F. Remove all labels that are not permanent. Do not paint or otherwise cover fire test labels or nameplates on mechanical and electrical equipment.
- G. Remove grease, mastic, adhesives, dust, dirt, stains, fingerprints, labels, and other foreign materials from sight-exposed interior surfaces.
- H. Clean equipment and fixtures to a sanitary condition with cleaning materials appropriate to the surface and material being cleaned.
- I. Dust cabinetwork and remove markings.
- J. Prior to final completion, or Owner occupancy, the Contractor shall conduct an inspection of sight-exposed interior surfaces, and all work areas, to verify that the entire Work is clean
- K. Tunnels and closed off spaces shall be cleaned of packing boxes, wood frame members and other waste materials used in the construction.
- L. The entire system of piping and equipment shall be cleaned internally. The Contractor installing those items shall open all dirt pockets and strainers, completely blowing down as required and clean strainer screens of all accumulated debris.
- M. Tanks, fixtures and pumps shall be drained and proved free of sludge and accumulated matter.
- N. Temporary labels, stickers, etc., shall be removed from fixtures and equipment. (Do not remove permanent name plates, equipment model numbers, ratings, etc.)
- O. Heating and air conditioning equipment, tanks, pumps and traps shall be thoroughly cleaned and new filters or filter media installed.
- P. Before being placed in service, domestic water distribution systems, including those for cold water, drinking water and the hot water system shall be chlorinated. The method to be used shall be at the option of the Contractor installing the systems, and one of the methods set forth in the AWWA Standard specifications, latest edition, including all amendments thereto. The treatment shall consist of a solution of not less than 50 parts per million of available chlorine. The chlorinating material shall be either liquid chlorine or sodium hypochloride. After sterilization the system shall be flushed with clear water until the

chlorine residual is not greater than 0.2 per million.

- Q. Clean filters of operating equipment.
- R. Clean debris from roofs, gutters, downspouts, and drainage systems.
- S. Clean site; sweep paved areas, rake clean landscaped surfaces.
- T. Remove waste, surplus materials, trash/rubbish, and construction facilities from the site; dispose of in legal manner; do not burn or bury.

### **3.14 CLOSEOUT PROCEDURES**

- A. Contract requirements shall be met when construction activities have successfully produced, in this order, these three terminal activities:
  - 1. Substantial Completion.
  - 2. Final Completion.
  - 3. Final Payment.
- B. Make submittals that are required by governing or other authorities.
  - 1. Provide copies to Architect and Owner.
- C. Substantial Completion:
  - 1. The date of Substantial Completion of the Work or designated portion thereof is the date certified by the Architect when construction is sufficiently complete, in accordance with the Contract Documents, so the Owner may occupy the Work or designated portion thereof for the use for which it is intended.
  - 2. When the Contractor considers the Work is substantially complete, he shall submit to the Architect:
    - a. A written notice that the Work, or designated portion thereof, is substantially complete.
    - b. A list of items to be completed or corrected, (herein after referred to as Punch List).
    - c. Request Substantial Completion Observation at a mutually agreeable date.
  - 3. Within a reasonable time after receipt of such notice, the Architect, the Contractor, and at his option, the Owner, will make an observation to determine the status of completion.
  - 4. Should the Architect determine that the Work is not substantially complete:
    - a. The Architect will promptly notify the Contractor in writing, giving the reasons thereof.
    - b. The Contractor shall remedy the deficiencies in the Work, and send a second written notice of substantial completion to the Architect.
    - c. The Architect will re-observe the Work and the cost of the Architect's time and reimbursable expenses will be charged to the Contractor.
  - 5. When the Architect concurs that the Work is substantially complete, he will:
    - a. Prepare a Certificate of Substantial Completion on AIA Form G704, accompanied by the Contractor's Punch List of items to be completed or corrected, as verified and amended by the Architect. (Note: Contract responsibilities are not altered by inclusion or omission of required work from the Punch List.)
    - b. Submit the Certificate to the Owner and the Contractor for their written acceptance of the responsibilities assigned to them in the Certificate.
  - 6. The Contractor shall complete or correct all items identified on the Punch List and required by the Contract requirements within time limits established by the Certificate.

7. Notify Architect when work is considered ready for Substantial Completion.
  8. Submit written certification that Contract Documents have been reviewed, work has been inspected, and that work is complete in accordance with Contract Documents and ready for Architect's review.
  9. Owner will occupy portions of the building as specified in Section 01100.
  10. Correct items of work listed in executed Certificates of Substantial Completion and comply with requirements for access to Owner-occupied areas.
- D. Final Completion:
1. To attain final completion the Contractor shall complete activities pertaining to Substantial Completion, and complete work on punch list items. Only then shall he issue written request to the Architect for Final Observation.
  2. When the Contractor considers the Work is complete, he shall submit written certification that:
    - a. Contract Documents have been reviewed.
    - b. Work has been inspected for compliance with Contract Documents.
    - c. Work has been completed in accordance with Contract Documents.
    - d. Equipment and systems have been tested in the presence of the Owner's representative and are operational.
    - e. Work is completed and ready for final observation.
  3. The Architect, the Contractor and the Owner will make an observation to verify the status of completion with reasonable promptness after receipt of such certification.
  4. Should the Architect consider that the Work is incomplete or defective:
    - a. The Architect will promptly notify the Contractor in writing, listing the incomplete or defective work.
    - b. The Contractor shall take immediate steps to remedy the stated deficiencies, and send a second written certification to the Architect that the Work is complete.
    - c. The Architect will reinspect the Work.
  5. When the Architect finds that the Work is acceptable under the Contract Documents, he shall request the Contractor to make closeout submittals.
- E. The Contractor's Closeout Submittals to the Architect:
1. Evidence of compliance with requirements of governing authorities:
    - a. Certificate of Occupancy
    - b. Certificates of Inspection
    - c. Mechanical
    - d. Electrical
  2. Project Record Documents: To requirements of Section 01780.
  3. Operating and Maintenance Data, Instructions to the Owner's Personnel: To requirements of Section 01780.
  4. Warranties and Bonds: To requirements of individual sections.
  5. Spare Parts and Maintenance Materials: To requirements of individual sections.
  6. Evidence of Payment and Release of Liens: To requirements of General and Supplementary Conditions.
- F. Final Adjustment of Accounts:
1. Submit a final statement of accounting to the Architect.
  2. Statement shall reflect all adjustments to the Contract Sum:
    - a. The original Contract Sum.
    - b. Additions and deductions resulting from:

- 1) Previous Change Orders.
      - 2) Deductions for uncorrected Work.
      - 3) Deductions for reinspection payments.
      - 4) Other adjustments.
    - c. Total contract sum, as adjusted.
    - d. Previous payments
    - e. Sum remaining due.
  3. Architect will prepare a final Change Order, reflecting adjustments to the Contract Sum which were not previously made by Change Orders.
- G. Final Application for Payment:
1. The Contractor shall submit the final Application and Certificate for Payment in accordance with procedures and requirements stated in the Conditions of the Contract.

### **3.15 MAINTENANCE**

- A. Provide service and maintenance of components indicated in specification sections.
- B. Maintenance Period: As indicated in specification sections or, if not indicated, not less than one year from the Date of Substantial Completion or the length of the specified warranty, whichever is longer.
- C. Examine system components at a frequency consistent with reliable operation. Clean, adjust, and lubricate as required.
- D. Include systematic examination, adjustment, and lubrication of components. Repair or replace parts whenever required. Use parts produced by the manufacturer of the original component.
- E. Maintenance service shall not be assigned or transferred to any agent or subcontractor without prior written consent of the Owner.

**END OF SECTION**

**SECTION 01780 - CLOSEOUT SUBMITTALS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

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

**1.02 RELATED REQUIREMENTS**

- A. Section 01300 - Administrative Requirements: Submittals procedures, shop drawings, product data, and samples.
- B. Section 01700 - Execution Requirements: Contract closeout procedures.
- C. Individual Product Sections: Specific requirements for operation and maintenance data.
- D. Individual Product Sections: Warranties required for specific products or Work.

**1.03 SUBMITTALS**

- A. Project Record Documents: Submit documents to Architect prior to claim for final Application for Payment.
- B. Operation and Maintenance Data:
  - 1. Submit two copies of preliminary draft or proposed formats and outlines of contents before start of Work. Architect will review draft and return one copy with comments.
  - 2. For equipment, or component parts of equipment put into service during construction and operated by Owner, submit completed documents within ten days after acceptance.
  - 3. Submit one copy of completed documents 15 days prior to final inspection. This copy will be reviewed and returned after final inspection, with Architect comments. Revise content of all document sets as required prior to final submission.
  - 4. Submit two sets of revised final documents in final form within 10 days after final inspection.
- C. Warranties and Bonds:
  - 1. For equipment or component parts of equipment put into service during construction with Owner's permission, submit documents within 15 days after acceptance.
  - 2. Make other submittals within 10 days after Date of Substantial Completion, prior to final Application for Payment. If the Architect's Certificate of Substantial Completion designates a commencement date for warranties other than the date of Substantial Completion for the Work, or a designated portion of the Work, submit written warranties upon request of the Architect.
  - 3. For items of Work for which acceptance is delayed beyond Date of Substantial Completion, submit within 10 days after acceptance, listing the date of acceptance as the beginning of the warranty period.
  - 4. When a special warranty is required to be executed by the Contractor, or the Contractor and a subcontractor, supplier or manufacturer, prepare a written document that contains appropriate terms and identification, ready for execution by the required parties. Submit a draft to the Owner through the Architect for approval prior to final execution.
  - 5. Refer to individual Sections of Divisions-2 through -16 for specific content

- requirements, and particular requirements for submittal of special warranties.
6. Form of Submittal: At Final Completion compile two copies of each required warranty and bond properly executed by the Contractor, or by the Contractor, subcontractor, supplier, or manufacturer. Organize the warranty documents into an orderly sequence based on the table of contents of the Project Manual.
  7. Bind warranties and bonds in two (or more) duplicate heavy-duty, commercial quality, durable 3-hole punch tab binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2" by 11" paper.
  8. Provide heavy paper dividers with celluloid covered tabs for each separate warranty. Mark the tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product, and the name, address and telephone number of the installer.
  9. Identify each binder on the front and the spine with the typed or printed title "WARRANTIES AND BONDS," the Project title or name, and the name of the Contractor.
  10. When operating and maintenance manuals are required for warranted construction, provide additional copies of each required warranty, as necessary, for inclusion in each required manual.

## **PART 2 PRODUCTS - NOT USED**

## **PART 3 EXECUTION**

### **3.01 PROJECT RECORD DOCUMENTS**

- A. Maintain on site one set of the following record documents; record actual revisions to the Work:
  1. Drawings.
  2. Specifications.
  3. Addenda.
  4. Change Orders and other modifications to the Contract.
  5. Reviewed shop drawings, product data, and samples.
  6. Manufacturer's instruction for assembly, installation, and adjusting.
- B. Ensure entries are complete and accurate, enabling future reference by Owner.
- C. Store record documents separate from documents used for construction.
- D. Record information concurrent with construction progress.
- E. Specifications: Legibly mark and record at each product section description of actual products installed, including the following:
  1. Manufacturer's name and product model and number.
  2. Product substitutions or alternates utilized.
  3. Changes made by Addenda and modifications.
- F. Record Drawings and Shop Drawings: Legibly mark each item to record actual construction including:
  1. Measured locations of internal utilities and appurtenances concealed in construction, referenced to visible and accessible features of the Work.
  2. Field changes of dimension and detail.
  3. Details not on original Contract drawings.



**3.02 OPERATION AND MAINTENANCE DATA**

- A. For Each Product or System: List names, addresses and telephone numbers of Subcontractors and suppliers, including local source of supplies and replacement parts.
- B. Product Data: Mark each sheet to clearly identify specific products and component parts, and data applicable to installation. Delete inapplicable information.
- C. Drawings: Supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams. Do not use Project Record Documents as maintenance drawings.
- D. Typed Text: As required to supplement product data. Provide logical sequence of instructions for each procedure, incorporating manufacturer's instructions.
- E. Manuals:
  - 1. Purpose:
    - a. Operation and maintenance manuals will be used for training of, and use by, Owner's personnel in operation and maintenance of mechanical and electrical systems and equipment. A separate manual or chapter within a manual shall be prepared for each class of equipment or system.
    - b. For additional requirements refer to various specification sections.
- F. Instructions of Owner's Personnel
  - 1. Fully instruct Owner's designated operating and maintenance personnel in operating, adjustments and maintenance of all mechanical and electrical systems and equipment as required by respective and pertinent sections, after all final inspection, tests and repairs have been completed.
  - 2. Operating and maintenance manuals shall constitute the basis of instructions. Contents of manual shall be reviewed in full detail, explaining all aspects of operations and maintenance.
  - 3. Prepare and include additional data when need for such data becomes apparent during instruction and training and sessions.
  - 4. Training sessions shall be jointly arranged with Owner during Contractor's normal week and daily hours. The Owner shall have the responsibility of scheduling its shift work personnel accordingly.
  - 5. Owner and Contractor shall coordinate and cooperate to keep training sessions to a reasonable minimum.

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

- A. For Each Product, Applied Material, and Finish:
  - 1. Product data, with catalog number, size, composition, and color and texture designations.
  - 2. Information for re-ordering custom manufactured products.
- B. Instructions for Care and Maintenance: Manufacturer's recommendations for cleaning agents and methods, precautions against detrimental cleaning agents and methods, and recommended schedule for cleaning and maintenance.
- C. Moisture protection and weather-exposed products: Include product data listing applicable reference standards, chemical composition, and details of installation. Provide recommendations for inspections, maintenance, and repair.

- D. Additional information as specified in individual product specification sections.
- E. Provide a listing in Table of Contents for design data, with tabbed fly sheet and space for insertion of data.

### **3.04 OPERATION AND MAINTENANCE DATA FOR EQUIPMENT AND SYSTEMS**

- A. For Each Item of Equipment and Each System:
  - 1. Description of unit or system, and component parts.
  - 2. Identify function, normal operating characteristics, and limiting conditions.
  - 3. Include performance curves, with engineering data and tests.
  - 4. Complete nomenclature and model number of replaceable parts.
- B. Panelboard Circuit Directories: Provide electrical service characteristics, controls, and communications; typed.
- C. Include color coded wiring diagrams as installed.
- D. Operating Procedures: Include start-up, break-in, and routine normal operating instructions and sequences. Include regulation, control, stopping, shut-down, and emergency instructions. Include summer, winter, and any special operating instructions.
- E. Maintenance Requirements: Include routine procedures and guide for preventative maintenance and trouble shooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.
- F. Provide servicing and lubrication schedule, and list of lubricants required.
- G. Include manufacturer's printed operation and maintenance instructions.
- H. Include sequence of operation by controls manufacturer.
- I. Provide original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
- J. Provide control diagrams by controls manufacturer as installed.
- K. Provide Contractor's coordination drawings, with color coded piping diagrams as installed.
- L. Provide charts of valve tag numbers, with location and function of each valve, keyed to flow and control diagrams.
- M. Provide list of original manufacturer's spare parts, current prices, and recommended quantities to be maintained in storage.
- N. Include test and balancing reports.
- O. Safety instructions.
- P. Additional Requirements: As specified in individual product specification sections.

### **3.05 OPERATION AND MAINTENANCE MANUALS**

- A. Prepare instructions and data by personnel experienced in maintenance and operation of described products.
- B. Prepare data in the form of an instructional manual.
- C. Binders: Commercial quality, 8-1/2 by 11 inch three D side ring binders with durable

plastic covers; 2 inch maximum ring size. When multiple binders are used, correlate data into related consistent groupings.

- D. Cover: Identify each binder on the front and the spine with typed or printed title OPERATION AND MAINTENANCE INSTRUCTIONS; identify title of Project; identify subject matter of contents.
- E. Provide heavy duty paper tabbed dividers for each separate product and system, with typed description of product and major component parts of equipment.
- F. Text: Manufacturer's printed data, or typewritten data on 24 pound paper.
- G. Drawings: Provide with reinforced punched binder tab. Bind in with text; fold larger drawings to size of text pages.
- H. Arrange content by systems under section numbers and sequence of Table of Contents of this Project Manual.
- I. Contents: Prepare a Table of Contents for each volume, with each product or system description identified, in three parts as follows:
  - 1. Part 1: Directory, listing names, addresses, and telephone numbers of Architect, Contractor, Subcontractors, and major equipment suppliers.
  - 2. Part 2: Operation and maintenance instructions, arranged by system and subdivided by specification section. For each category, identify names, addresses, and telephone numbers of Subcontractors and suppliers. Identify the following:
    - a. Significant design criteria.
    - b. List of equipment.
    - c. Parts list for each component.
    - d. Operating instructions.
    - e. Maintenance instructions for equipment and systems.
    - f. Maintenance instructions for special finishes, including recommended cleaning methods and materials, and special precautions identifying detrimental agents.
  - 3. Part 3: Project documents and certificates, including the following:
    - a. Shop drawings and product data.
    - b. Air and water balance reports.
    - c. Certificates.
- J. Provide a listing in Table of Contents for design data, with tabbed dividers and space for insertion of data.
- K. Table of Contents: Provide title of Project; names, addresses, and telephone numbers of Architect, Consultants, and Contractor with name of responsible parties; schedule of products and systems, indexed to content of the volume.

### **3.06 WARRANTIES AND BONDS**

- A. Obtain warranties and bonds, executed in duplicate by responsible Subcontractors, suppliers, and manufacturers, within 10 days after completion of the applicable item of work. Except for items put into use with Owner's permission, leave date of beginning of time of warranty until the Date of Substantial completion is determined.
- B. Verify that documents are in proper form, contain full information, and are notarized.
- C. Co-execute submittals when required.

- D. Retain warranties and bonds until time specified for submittal.
- E. Manual: Bind in commercial quality 8-1/2 by 11 inch three D side ring binders with durable plastic covers.
- F. Cover: Identify each binder on the front and the spine with typed or printed title **WARRANTIES AND BONDS**, with title of Project; name, address and telephone number of Contractor and equipment supplier; and name of responsible company principal.
- G. Table of Contents: Neatly typed, in the sequence of the Table of Contents of the Project Manual, with each item identified with the number and title of the specification section in which specified, and the name of product or work item.
- H. Separate each warranty or bond with index tab sheets keyed to the Table of Contents listing. Provide full information, using separate typed sheets as necessary. List Subcontractor, supplier, and manufacturer, with name, address, and telephone number of responsible principal.
- I. See all provisions under "3.5 WARRANTY:" in General Conditions.
- J. Related Damages and Losses: When correcting warranted Work that has failed, remove and replace other Work that has been damaged as a result of such failure or that must be removed and replaced to provide access for correction of warranted Work.
- K. Reinstatement of Warranty: When Work covered by a warranty has failed and been corrected by replacement or rebuilding, guarantee the corrected work with a new warranty equal to the original.
- L. Replacement Cost: Upon determination that Work covered by a warranty has failed, replace or rebuild the Work to an acceptable condition complying with requirements of Contract Documents. The Contractor is responsible for the cost of replacing or rebuilding defective Work regardless of whether the Owner has benefited from use of the Work through a portion of its anticipated useful service life.
- M. Owner's Recourse: Written warranties made to the Owner are in addition to implied warranties, and shall not limit the duties, obligations, right and remedies otherwise available under the law, nor shall warranty periods be interpreted as limitations on time in which the Owner can enforce such other duties, obligations, rights, or remedies.
- N. Rejection of Warranties: The Owner reserves the right to reject warranties and to limit selections to products with warranties not in conflict with requirements of the Contract Documents.
- O. The Owner reserves the right to refuse to accept Work for the Project where a special warranty, certification, or similar commitment is required on such Work or part of the Work, until evidence is presented that entities required to countersign such commitments are willing to do so.

**END OF SECTION**

**SECTION 02223 - MINOR DEMOLITION FOR REMODELING**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Removal of designated building equipment and fixtures.
- B. Removal of designated construction.
- C. Disposal of materials.

**1.02 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Project Record Documents: Accurately record actual locations of capped utilities.
  - 1. Indicate unanticipated structural, electrical, or mechanical conditions.

**1.03 REGULATORY REQUIREMENTS**

- A. Conform to applicable code for demolition work, dust control, products requiring electrical disconnection and re-connection.
- B. Obtain required permits from authorities.
- C. Do not close or obstruct egress from any building exit or site exit.
- D. Do not disable or disrupt building fire or life safety systems without 5 days' prior written notice to Owner.
- E. Conform to applicable regulatory procedures when hazardous or contaminated materials are discovered.

**1.04 SCHEDULING**

- A. Schedule work under the provisions of Section 01325.
- B. Arrange schedule so as not to interfere with the Owner's operations.
- C. Schedule work to coincide with new construction.
- D. Describe demolition removal procedures and schedule.

**1.05 PROJECT CONDITIONS**

- A. Conduct demolition to minimize interference with adjacent and occupied building areas.
- B. Cease operations immediately if structure appears to be in danger and notify Architect. Do not resume operations until directed.
- C. Occupancy:
  - 1. The Owner will continue to occupy portions of the existing building.
  - 2. Adjacent spaces will not be vacated during demolition activities.
- D. Existing Conditions:
  - 1. After the project is begun, the Contractor is responsible for the condition of structures to be demolished. The Owner does not warrant that the condition of structures to be demolished will not have changed since the time of inspection for bidding purposes.

- E. Unforeseen Conditions: Should unforeseen conditions be encountered that affect design or function of project, investigate fully and submit an accurate, detailed, written report to the architect. While awaiting the architect's response, reschedule operations if necessary to avoid delay of overall project.

**PART 2 PRODUCTS - NOT USED.**

**PART 3 EXECUTION**

**3.01 EXAMINATION**

- A. Survey existing conditions and correlate with drawings and specifications to determine extent of demolition required.
- B. Insofar as is practicable, arrange operations to reveal unknown or concealed structural conditions for examination and verification before removal or demolition.
- C. Perform continuing surveys as the work progresses to detect hazards resulting from demolition or construction activities.
- D. Verify actual conditions to determine in advance whether removal or demolition of any element will result in structural deficiency, overloading, failure, or unplanned collapse.

**3.02 PREPARATION**

- A. Provide for the protection of persons passing around or through the area of demolition.
- B. Erect and maintain weatherproof closures for exterior openings.
- C. Erect and maintain temporary partitions to prevent spread of dust, odors, and noise to permit continued building occupancy. Insulate to provide noise protection to occupied areas.
- D. Construct temporary partitions in a manner at least equal to the following (or superior, if necessary to provide effective protection specified):
  - 1. Gypsum-board surfaces adjacent to occupied areas, with joints taped.
- E. Protect existing materials that are not to be demolished.
- F. Prevent movement of structure; provide bracing and shoring.
- G. Notify affected utility companies before starting work and comply with their requirements.
- H. Mark location and termination of utilities.
- I. Provide appropriate temporary signage including signage for exit or building egress.
- J. Damages: Without cost to the Owner and without delay, repair any damages caused to facilities to remain.

**3.03 POLLUTION CONTROLS**

- A. Control as much as practicable the spread of dust and dirt.
- B. Observe environmental protection regulations.
- C. Do not allow water usage that results in freezing or flooding.
- D. Do not allow adjacent improvements to remain to become soiled by demolition operations.

**3.04 DEMOLITION**

- A. Disconnect, remove, and identify designated utilities within demolition areas.
- B. Demolish in an orderly and careful manner. Protect existing supporting structural members.
- C. Remove demolished materials from site except where specifically noted otherwise. Do not burn or bury materials on site.
- D. Remove materials as demolition progresses. Upon completion of demolition, leave areas in clean condition.
- E. Remove temporary facilities.
- F. Remove: Unless items are otherwise indicated to be reinstalled or salvaged, remove and scrap.
- G. Remove and Reinstall: Remove items indicated; clean, service, and otherwise prepare for service; reinstall in the same location (or in the location indicated).
- H. Remove and Install New: Remove and dispose of items indicated and install new items in the same location (or in the location indicated).
- I. Remove and Salvage: Items indicated to be salvaged will remain the Owner's property. Carefully remove and clean items indicated to be salvaged; pack or crate to protect against damage; identify contents of containers; deliver to the locations indicated.
- J. Remove and Scrap: Remove and dispose of items indicated.
  - 1. All demolished or removed items and materials shall be considered scrap except for those indicated to remain, those indicated to be reinstalled, and those indicated to be salvaged.
  - 2. Items of value to the contractor:
    - a. Do not store removed items on site.
- K. Existing to Remain: Construction or items indicated to remain shall be protected against damage during demolition operations. Where practicable, and with the Architect's permission, the Contractor may elect to remove items to a suitable storage location during demolition and then properly clean and reinstall the items.
- L. Detailed requirements for cutting are specified under cutting and patching in Division 1.
- M. Perform work in a systematic manner.
- N. Demolish and remove existing construction only to the extent required by new construction and as indicated in the contract documents.
- O. Perform selective demolition using methods which are least likely to damage work to remain and which will provide proper surfaces for patching.
- P. Remove debris daily.
- Q. Masonry: Detach masonry to be demolished from adjoining construction to remain with power-driven masonry saws or hand tools.
- R. Use any methods permitted by governing regulations and the requirements of the contract documents.

### **3.05 REPAIRS AND PATCHING**

- A. Perform repairs in accordance with patching requirements specified in Division 1 under

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cutting and patching.

**3.06 CLEANING**

- A. Remove tools and equipment. Dispose of scrap.
- B. Broom clean interior areas.
- C. Clean soil, smudges, and dust from surfaces to remain.
- D. Leave exterior areas free of debris.
- E. Return structures and surfaces to remain to condition existing prior to commencement of demolition.

**END OF SECTION**



**SECTION 15010 - GENERAL MECHANICAL**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Work under Division 15 shall include furnishing of all labor, accessories, tools, equipment and material required to completely execute installation of the entire heating, ventilating and air conditioning systems, plumbing systems and fire protection systems as shown on the drawings and as specified. Work shall include but not be limited to the furnishing, unloading, handling distribution, setting, supporting and installation of all components required for the mechanical systems.
- B. Mechanical specification Sections 15000 through 15299 generally apply to all mechanical trades. Sections 15300 through 15399 apply generally to fire protection work. Sections 15400 through 15499 apply generally to plumbing work. Sections 15500 through 15999 apply generally to HVAC work.
- C. Drawings shall not be scaled. Refer to architectural and structural drawings for building construction and dimensions and to room finish schedule on architectural drawings for material, finish and construction method of walls, floor and ceiling in order to insure proper rough-in and installation of work.

**1.02 REFERENCES**

- A. FM P7825 - Approval Guide; Factory Mutual; 1995.
- B. NEMA MG 1 - Motors and Generators; 1993 (and Revision 1).
- C. NFPA 70 - National Electrical Code; 2005
- D. SSPC-Paint 15 - Steel Joist Shop Paint; Steel Structures Painting Council; Part of Painting Manual, Vol 2.
- E. ASME American Society of Mechanical Engineers
- F. ASTM American Society for Testing Materials
- G. NEMA National Electrical Manufacturers Association
- H. NFPA National Fire Protection Association
- I. OSHA Occupational Safety and Health Act
- J. SMACNA Sheet Metal and Air Conditioning Contractors National Association, Inc.
- K. IBC International Building Code
- L. IMC International Mechanical Code
- M. IPC International Plumbing Code
- N. IFC International Fire Code
- O. IECC - International Energy Conservation Code - 2003 Edition
- P. ASHRAE 90.1-2001 Edition

**1.03 Interpretation of Contract Documents:**

- A. Except where modified by a specific notation to the contrary, it shall be understood that the indication and/or description of any item, in the drawings or specifications or both, carries with it the instruction to furnish and install the item, regardless of whether or not this instruction is explicitly stated as part of the indication or description.
- B. It shall be understood that the specifications and drawings are complimentary and are to be taken together for a complete interpretation of the work.
- C. No exclusions from, or limitations in, the language used in the drawings or specifications shall be interpreted as meaning that the appurtenances or accessories necessary to complete any required system or item of equipment are to be omitted
- D. The drawings of necessity utilize symbols and schematic diagrams to indicate various items of work. Neither of these have any dimensional significance nor do they delineate every item required for the intended installations. The work shall be installed in accordance with the diagrammatic intent expressed on the drawings, and in conformity with the dimensions indicated on final architectural and structural working drawings and on equipment shop drawings.
- E. No interpretation shall be made from the limitations of symbols and diagrams that any elements necessary for complete work are excluded.
- F. Certain details appear on the drawings which are specific with regard to the dimensioning and positioning of the work. These details are intended only for the purpose of establishing general feasibility. They do not obviate field coordination for the intended work.
- G. Information as to the general construction shall be derived from structural and architectural drawings and specifications only.
- H. The use of words in the singular shall not be considered as limiting where other indications denote that more than one item is referred to.

#### **1.04 PERFORMANCE REQUIREMENTS**

- A. Work shall be installed to conform with any City or State law, regulation, code, ordinance, ruling or Fire Underwriters requirement applicable to this class of work.
- B. All installations for construction purposes shall conform with the Department of Labor "Safety and Health Regulations for Construction".
- C. All equipment with electrical components shall bear the UL label.

#### **1.05 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements for submittal procedures.

#### **1.06 WARRANTY**

- A. Correct defective Work within a five year period after Date of Substantial Completion.

### **PART 2 PRODUCTS**

#### **2.01 Materials and Manufacturers:**

- A. Equipment and materials installed under this contract shall be new and without blemish or defect.
- B. Each major component of equipment shall have the manufacturer's name, address, model

number and rating on a plate securely affixed in a conspicuous place. The nameplate of a distributing agent will not be acceptable. ASME Code Ratings, UL label, or other data which is die-stamped into the surface of the equipment shall be stamped in a location easily visible.

- C. In all cases the contractor shall be completely responsible for changes in dimension of other than first named manufacturer equipment, electrical changes, etc. required for proper function and final performance. Item shall comply with all requirements herein set forth and as required to perform as designed.

#### **2.02 Electrical Equipment**

- A. In general motor starters and adjustable frequency drives are furnished under Division 15. However, if integral controls and electrical components are specified with the equipment and are factory installed they shall be furnished under Division 15. Refer to the specific equipment specifications to determine if included under Division 15.
- B. Within 60 days of award of contract, the person responsible for work in this division shall verify that the appropriate number of contacts have been provided in the starters or drives and if a control power transformer is required that it has been provided to control the equipment as described in the drawings or specifications.

#### **2.03 Specified Materials:**

- A. Throughout the drawings and specifications, equipment and systems have been selected and are referenced by name, manufacturer, model number, etc. These references are not intended to limit competition. Products by other listed manufacturers will be acceptable.
- B. If a listed manufacturer other than the basis of design is used, it is the contractor's responsibility for changes in dimension, structural, electrical changes, etc. required for proper installation, function and final performance.

#### **2.04 Substitution of Specified Materials:**

- A. Throughout the drawings and specifications, equipment and systems have been selected and are referenced by name, manufacturer, model number, etc. These references are not intended to limit competition and in most cases materials and methods of construction equal to that specified will be accepted provided prior approval of any substitute item is obtained from the Architect/Engineer. Only products by the listed manufacturers will be acceptable. Contractors and other manufacturers may submit requests to be listed as an acceptable manufacturer on the specified item by submitting documentation in accordance with the requirements of Section 1600. All bidders will be notified by addendum of any approved substitutions. Under no circumstances will any substitutes be accepted after that date; and any item installed on the job which has not been approved in accordance with the noted procedure shall be removed and replaced with the appropriate approved item at the contractor's expense.
- B. In all cases the contractor shall be completely responsible for changes in dimension of other than first named manufacturer equipment, electrical changes, etc. required for proper function and final performance. Item shall comply with all requirements herein set forth and as required to perform as designed.

### **PART 3 EXECUTION**

**3.01 Protection of Equipment:**

- A. Protect all materials and equipment from damage during storage at the site and throughout the construction period.
- B. Protection from damage from rain, dirt, sun and ground water shall be accomplished by storing the equipment on elevated supports and covering them on all sides with protective rigid or flexible water proof coverings securely fastened.
- C. Piping shall be protected by storing it on elevated supports and capping the ends with suitable material to prevent dirt accumulation in the piping.

**3.02 COORDINATION OF WORK**

- A. All work shall be coordinated to avoid conflict with other contractors.
- B. The contractor shall be responsible for checking to insure that the equipment to be installed will fit in the space shown on the drawings. If there is a conflict, the contractor shall notify the Engineer before bid. By submitting a bid the contractor assures that the equipment to be installed will fit or that provisions have been included in the bid to move the equipment to a location where it can be installed without conflict.
- C. The Contractor shall review and coordinate the casework and millwork shop drawings to determine the location of sinks, range hoods, refrigerators, lab equipment, etc., and rough-in and install any and all items shown on the plans.

**3.03 Contiguous Work:**

- A. If any part of the Contractor's work is dependent for its proper execution or for its subsequent efficiency or appearance on the character or conditions of contiguous work not executed by him, this contractor shall examine and measure such contiguous work and report to the Architect in writing any imperfection therein, or conditions that render it unsuitable for the reception of this work. Should the contractor proceed without making such written report, he shall be held to have accepted such work and the existing conditions and he shall be responsible.

**3.04 Certificates of Inspection and Approval:**

- A. Upon completion of work, furnish to the Owner certificates of inspection or approval from the authorities having jurisdiction if certificates of inspection or approval are required by law or regulation.

**3.05 Equipment Pads:**

**3.06 Sleeves and Openings:**

- A. Furnish, locate, install, and fireproof all sleeves and openings required for installation of the work.

**3.07 Access to Equipment and Valves:**

- A. All control devices, specialties, valves and removable panels on equipment shall be so located as to provide easy access for inspection and maintenance, including removal of any interior components.
- B. Should any work, such as piping, ducts, conduit, etc. be installed without due regard to the accessibility of devices installed by other contractors, the installation shall be relocated,

offset or rerouted without cost to the Owner.

**3.08 Cutting and Patching:**

- A. Perform all cutting and patching required for installation of the work.

**3.09 Welding:**

- A. Welders shall be qualified as prescribed by Section IX of the ASME Boiler Code. All weld joints shall conform to ANSI/ASME B-31.1.

**3.10 Project Closeout:**

- A. Maintenance Manuals: At the end of construction, furnish to the Architect three (3) bound and indexed sets of maintenance and operating instructions, parts lists, electrical wiring diagrams, balance data, and manufacturer's literature sufficient for operation and complete maintenance of all equipment by the Owner.
- B. Approved submittals and shop drawings may be included in the Maintenance Manuals instead of being separately furnished, if desired.
- C. It is intended that the documentation provided in maintenance manuals, along with as-built drawings, shall be complete and detailed enough to permit and facilitate troubleshooting, engineering analysis, and design work for future changes, without extensive field investigations and testing. Manuals shall be prepared so as to explain system operation and equipment to those not acquainted with the job.
- D. Manuals shall be durably bound and clearly identified on the front cover (and on the spine of thick volumes). Identification shall include the building or project name, applicable trade (such as HVAC, Plumbing, Fire Protection, etc.), approximate date of completion (month and year) and contractor's name.
- E. Manuals shall be organized into well defined and easy to locate sections, with index tabs or separators to divide the sections. A complete table of contents shall be provided at the front indicating the section or page number for each system, subsystem, or supplier/manufacturer.
- F. Manuals shall include complete information and diagrams on all controls, indicators, sensors, and signal sources. Control diagrams are to show the locations of components and major equipment by room number or other identification when room numbers are not applicable. Locations of out-of-sight components, such as duct mounted sensors, flow switches, etc. should be clearly indicated. Control diagrams must include identification of components by make and model number, operating ranges, recommended set points, reset schedules, and other job-specific data useful for troubleshooting, calibration and maintenance. Complete narrative descriptions of operating sequences of control systems and subsystems shall be included on the prints adjacent to the corresponding schematics. Catalog data and cuts shall be clearly marked to indicate model numbers, sizes, capacities, operating points, and other characteristics of each item used. This should include accessories or special features provided. Where various sizes or variations of a series or model are used, documents should clearly show which are used where. Where quantities are appropriate, schedule of usage should be provided. Maintenance literature shall include complete information for identifying and ordering replacement parts, such as illustrated parts breakdowns.
- G. Maintenance manuals must include complete balance data on all systems.

**3.11 Instructions to Owner:**

- A. Contractor shall conduct a maintenance and operational instruction session for the Owner. Where highly technical or complex equipment is supplied, such as chillers and control systems, manufacturer's representatives, controls subcontractors, and other appropriate personnel who are particularly qualified, shall conduct training sessions pertaining to their equipment, or systems. Such training shall be scheduled with the Owner in advance.

**3.12 Spare Filters:**

- A. Spare filters shall be delivered to Owner's representative.

**3.13 Warranties:**

- A. This Contractor warrants the mechanical systems to be free of defects in materials and workmanship for a period of one year after date of final payment. The effective dates of this warranty apply to all components of the mechanical systems regardless of any equipment manufacturer's warranties which may expire at an earlier date. Any system malfunctions, or any previously undiscovered non-compliance with the plans and specifications, during the warranty period shall be repaired at no cost to the Owner.
- B. Deliver to Owner all warranties, guarantees, etc. and obtain written receipts.

**END OF SECTION**

**SECTION 15065 - MOTORS AND CONTROLLERS FOR MECHANICAL EQUIPMENT**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Motor Controllers
- B. Manual Disconnect Switches

**1.02 REFERENCE STANDARDS**

- A. NEMA MG 1 - Motors and Generators; National Electrical Manufacturers Association; 2007.
- B. NFPA 70 - National Electrical Code; National Fire Protection Association; 2008.

**1.03 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Operation and Maintenance Manuals: Include in manuals the information listed below. For information on how to prepare and submit manuals see section 1780 (Closeout Submittals).
  - 1. Spare parts lists
  - 2. Operating instructions
  - 3. Maintenance instructions, including preventative and corrective maintenance.
  - 4. Copies of warranties
  - 5. Wiring diagrams
  - 6. Shop drawings and product data

**1.04 QUALITY ASSURANCE**

- A. Conform to NFPA 70.

**1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Protect motors stored on site from weather and moisture by maintaining factory covers and suitable weather-proof covering. For extended outdoor storage, remove motors from equipment and store separately.

**1.06 WARRANTY**

- A. See Section 01780 - Closeout Submittals, for additional warranty requirements.
- B. Provide five year manufacturer warranty for motors larger than 20 horsepower.

**PART 2 PRODUCTS**

**2.01 MANUFACTURERS**

- A. Lincoln Motors: [www.lincolnmotors.com](http://www.lincolnmotors.com).
- B. A. O. Smith Electrical Products Company: [www.aosmithmotors.com](http://www.aosmithmotors.com).
- C. Reliance Electric/Rockwell Automation: [www.reliance.com](http://www.reliance.com).
- D. Substitutions: See Section 01600 - Product Requirements.

**2.02 GENERAL CONSTRUCTION AND REQUIREMENTS**

- A. Construction:
  - 1. Open drip-proof type except where specifically noted otherwise.
  - 2. Design for continuous operation in 40 degrees C environment.
  - 3. Design for temperature rise in accordance with NEMA MG 1 limits for insulation class, service factor, and motor enclosure type.
- B. Visible Nameplate: Indicating motor horsepower, voltage, phase, cycles, RPM, full load amps, locked rotor amps, frame size, manufacturer's name and model number, service factor, power factor, efficiency.
- C. Wiring Terminations:
  - 1. Provide terminal lugs to match branch circuit conductor quantities, sizes, and materials indicated. Enclose terminal lugs in terminal box sized to NFPA 70, threaded for conduit.
  - 2. For fractional horsepower motors where connection is made directly, provide threaded conduit connection in end frame.

### **PART 3 EXECUTION**

#### **3.01 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.
- B. Install securely on firm foundation. Mount ball bearing motors with shaft in any position.
- C. Check line voltage and phase and ensure agreement with nameplate.

#### **3.02 SCHEDULES**

- A. Three Phase - Energy Efficient, Totally Enclosed, Fan Cooled Performance:
  - 1. 1800 rpm.
    - a. 50 hp:
      - 1) NEMA Frame: 326T.
      - 2) Minimum Percent Power Factor: 85.
      - 3) Minimum Percent Efficiency: 93.

**END OF SECTION**



**SECTION 15073 - VIBRATION AND SEISMIC CONTROLS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Vibration isolators.
- B. Seismic restraints.

**1.02 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. See Section 15010 - General Mechanical, for additional submittal procedures.

**PART 2 PRODUCTS**

**2.01 MANUFACTURERS**

- A. Isolation Technology, Inc: [www.isolationtech.com](http://www.isolationtech.com).
- B. Kinetics Noise Control, Inc: [www.kineticsnoise.com](http://www.kineticsnoise.com).
- C. Mason Industries: [www.mason-ind.com](http://www.mason-ind.com).

**2.02 VIBRATION ISOLATION AND SEISMIC RESTRAINTS**

- A. General:
  - 1. Housekeeping Pads
    - a. Housekeeping pad reinforcement and monolithic pad attachment to the structure details and design shall be prepared by the restraint vendor if not already indicated on the drawings.
    - b. Housekeeping pads shall be coordinated with restraint vendor and sized to provide a minimum edge distance of ten (10) bolt diameters all around the outermost anchor bolt to allow development of full drill-in wedge anchor ratings. If cast-in anchors are to be used, the housekeeping pads shall be sized to accommodate the ACI requirements for bolt coverage and embedment.
  - 2. Supplementary Support Steel
    - a. Contractor shall supply supplementary support steel for all equipment, piping, ductwork, etc. including roof mounted equipment, as required or specified.
  - 3. Attachments:
    - a. Contractor shall supply restraint attachment plates cast into housekeeping pads, concrete inserts, double sided beam clamps, etc. in accordance with the requirements of the vibration vendor's calculations.
- B. Specification Type "B"
  - 1. Bridge-bearing neoprene mountings shall have a minimum static deflection of 0.2" (5mm) and all directional seismic capability. The mount shall consist of a ductile iron casting containing two separated and opposing molded neoprene elements. The elements shall prevent the central threaded sleeve and attachment bolt from contacting the casting during normal operation. The shock absorbing neoprene materials shall be compounded to bridge-bearing specifications. Mountings shall have an Anchorage Preapproval "OPA" Number from OSHPD in the State of California verifying the maximum certified horizontal and vertical load ratings.
  - 2. Mason Industries, Inc. type BR

**C. Specification Type "E"**

1. Spring isolators shall be free standing and laterally stable without any housing and complete with a molded neoprene cup or 1/4" (6mm) neoprene acoustical friction pad between the baseplate and the support. All mountings shall have leveling bolts that must be rigidly bolted to the equipment. Spring diameters shall be no less than 0.8 of the compressed height of the spring at rated load. Springs shall have a minimum additional travel to solid equal to 50% of the rated deflection. Submittals shall include spring diameters, deflection, compressed spring height and solid spring height.
2. Mason Industries, Inc. type SLF

**D. Specification Type "F"**

1. Restrained spring mountings shall have an SLF mounting as described in Specification 5, within a rigid housing that includes vertical limit stops to prevent spring extension when weight is removed. The housing shall serve as blocking during erection. Installed and operating heights are equal. A minimum clearance of 1/2" (12mm) shall be maintained around restraining bolts and between the housing and the spring so as not to interfere with the spring action. Restraining Bolts shall have a neoprene bushing between the bolt and the housing. Limit stops shall be out of contact during normal operation. Since housings will be bolted or welded in position there must be an internal isolation pad. Housing shall be designed to resist all seismic forces. Mountings shall have Anchorage Preapproval "OPA" Number from OSHPD in the state of California certifying the maximum certified horizontal and vertical load ratings.
2. Mason Industries, Inc. type SLR or SLRS.

**E. Specification Type "J"**

1. Hangers shall consist of rigid steel frames containing minimum 1 1/4" (32mm) thick neoprene elements at the top and a steel spring with general characteristics as in specification 5 seated in a steel washer reinforced neoprene cup on the bottom. The neoprene element and the cup shall have neoprene bushings projecting through the steel box. To maintain stability the boxes shall not be articulated as clevis hangers nor the neoprene element stacked on top of the spring. Spring diameters and hanger box lower hole sizes shall be large enough to permit the hanger rod to swing through a 30 arc from side to side before contacting the rod bushing and short circuiting the spring. Submittals shall include a hanger drawing showing the 30 capability.
2. Mason Industries, Inc. type 30N.

**F. Specification Type "JA"**

1. Hangers shall be as described in J, but they shall be supplied with a combination rubber and steel rebound washer as the seismic upstop for suspended piping, ductwork, equipment and electrical cabletrays. Rubber thickness shall be a minimum of 1/4" (6mm). Submittals shall include a drawing of the hanger showing the installation of the rebound washer.
2. Mason Industries, Inc. type RW30N.

**G. Specification Type "K"**

1. Hangers shall be as described in J, but they shall be precompressed and locked at the rated deflection by means of a resilient seismic upstop to keep the piping or equipment at a fixed elevation during installation. The hangers shall be designed with a release mechanism to free the spring after the installation is complete and the hanger is subjected to its full load. Deflection shall be clearly indicated by means of a scale. Submittals shall include a drawing of the hanger showing the 30 capability.

2. Mason Industries, Inc. type PC30N.

**H. Specification Type “L”**

1. Seismic Cable Restraints shall consist of galvanized steel aircraft cables sized to resist seismic loads with a minimum safety factor of two and arranged to provide all-directional restraint. Cables must be prestretched to achieve a certified minimum modulus of elasticity. Cable end connections shall be steel assemblies that swivel to final installation angle and utilize two clamping bolts to provide proper cable engagement. Cables must not be allowed to bend across sharp edges. Cable assemblies shall have an Anchorage Preapproval “OPA” Number from OSHPD in the State of California verifying the maximum certified load ratings.
2. Mason Industries, Inc. type SCB at the ceiling and at the clevis bolt, SCBH between the hanger rod nut and the clevis or SCBV if clamped to a beam.
3. Specifications L applies to trapeze as well as clevis hanger locations. At trapeze anchor locations piping must be shackled to the trapeze.
4. Specification L applies to hanging equipment as well.

**I. Specification Type “M”**

1. Seismic solid braces shall consist of steel angles or channels to resist seismic loads with a minimum safety factor of 2 and arranged to provide all directional restraint. Seismic solid brace end connectors shall be steel assemblies that swivel to the final installation angle and utilize two through bolts to provide proper attachment. Seismic solid brace assembly shall have anchorage preapproval “OPA” number from OSHPD in the state of California verifying the maximum certified load ratings.
2. Mason Industries, Inc. type SSB, SSBS or SSRF.
3. Specifications M applies to trapeze as well as clevis hanger locations. At trapeze anchor locations piping must be shackled to the trapeze.
4. Specification M applies to hanging equipment as well.

**J. Specification Type “N”**

1. Steel angles, sized to prevent buckling, shall be clamped to pipe or equipment rods utilizing a minimum of three ductile iron clamps at each restraint location when required. Welding of support rods is not acceptable. Rod clamp assemblies shall have an Anchorage Preapproval “OPA” Number from OSHPD in the State of California.
2. Mason Industries, Inc. type SRC or UC.
3. Specifications N applies to trapeze as well as clevis hanger locations. At trapeze anchor locations piping must be shackled to the trapeze.
4. Specification N applies to hanging equipment as well.

**K. Specification Type “O”**

1. Pipe clevis cross bolt braces are required in all restraint locations. They shall be special purpose preformed channels deep enough to be held in place by bolts passing over the cross bolt. Clevis cross braces shall have an Anchorage Preapproval “OPA” Number from OSHPD in the State of California.
2. Mason Industries, Inc. type CCB.

**L. Specification Type “R”**

1. Stud wedge anchors shall be manufactured from full diameter wire, not from undersized wire that is “rolled up” to create the thread. The stud anchor shall also have a safety shoulder which fully supports the wedge ring under load. The stud anchors shall have an evaluation report number from the I.C.B.O Evaluation Service, Inc.

- verifying its allowable loads.
  - 2. Mason Industries, Inc. type SAS.
- M. Specification Type "S"
- 1. Female wedge anchors are preferred in floor locations so isolators or equipment can be slid into place after the anchors are installed. Anchors shall be manufactured from full diameter wire, and shall have a safety shoulder to fully support the wedge ring under load. Female wedge anchors shall have an evaluation report number from the I.C.B.O. Evaluation Service, Inc. verifying to its allowable loads.
  - 2. Mason Industries, Inc. type SAB.
- N. Specification Type "W"
- 1. Flexible spherical expansion joints shall employ peroxide cured EPDM in the covers, liners and Kevlar® tire cord frictioning. Any substitutions must have equal or superior physical and chemical characteristics. Solid steel rings shall be used within the raised face rubber flanged ends to prevent pullout. Flexible cable bead wire is not acceptable. Sizes 2" (50mm) and larger shall have two spheres reinforced with a ductile iron external ring between spheres. Flanges shall be split ductile iron or steel with hooked or similar interlocks. Sizes 16" (400mm) to 24" (600mm) may be single sphere. Sizes ¾" (19mm) to 1½" (38mm) may have threaded two piece bolted flange assemblies, one sphere and cable retention. Connectors shall be rated at 250 psi (1.72MPa) up to 170F (77C) with a uniform drop in allowable pressure to 215 psi (1.48MPa) at 250F (121C) in sizes through 14" (350mm). 16" (400mm) through 24" (600mm) single sphere minimum ratings are 180 psi (1.24MPa) at 170F (77C) and 150 psi (1.03MPa) at 250F (121C). Higher rated connectors may be used to accommodate service conditions. All expansion joints must be factory tested to 150% of rated pressure for 12 minutes before shipment. Safety factors to burst and flange pullout shall be a minimum of 3/1. Concentric reducers to the above ratings may be substituted for equal ended expansion joints.
    - a. Expansion joints shall be installed in piping gaps equal to the length of the expansion joints under pressure. Control rods need only be used in unanchored piping locations where the manufacturer determines the installation exceeds the pressure requirement without control rods. If control rods are used, they must have ½" (12mm) thick Neoprene washer bushings large enough in diameter to take the thrust at 1000 psi (.7 kg/mm<sup>2</sup>) maximum on the washer area.
    - b. Submittals shall include two test reports by independent consultants showing minimum reductions of 20 DB in vibration accelerations and 10 DB in sound pressure levels at typical blade passage frequencies on this or a similar product by the same manufacturer. All expansion joints shall be installed on the equipment side of the shut off valves.
  - 2. Mason Industries, Inc. type SAFEFLEX SFDEJ, SFEJ, SFDCR or SFU and Control Rods CR.
- O. Specification Type "X"
- 1. Flexible stainless steel hose shall have stainless steel braid and carbon steel fittings. Sizes 3" (75mm) and larger shall be flanged. Smaller sizes shall have male nipples. Minimum lengths shall be as tabulated:
    - a. Flanged
      - 1) 3" x 14" (75 x 350mm)
      - 2) 6" x 20" (150 x 500mm)

- 3) 12" x 28" (300 x 700mm)
  - 4) 4" x 15" (100 x 375mm)
  - 5) 8" x 22" (200 x 550mm)
  - 6) 14" x 30" (350 x 750mm)
  - 7) 5" x 19" (125 x 475mm)
  - 8) 10" x 26" (250 x 650mm)
  - 9) 16" x 32" (400 x 800mm)
  - b. Male Nipples
    - 1) 1/2" x 9" (12 x 225mm)
    - 2) 1 1/4" x 12" (32 x 300mm)
    - 3) 2" x 14" (50 x 350mm)
    - 4) 3/4" x 10" (19 x 250mm)
    - 5) 1 1/2" x 13" (38 x 325mm)
    - 6) 2 1/2" x 18" (64 x 450mm)
    - 7) 1" x 11" (25 x 275mm)
  - c. Hoses shall be installed on the equipment side of the shut-off valves horizontally and parallel to the equipment shafts wherever possible.
  2. Mason Industries, Inc. type BSS.
- P. Specification Type "Y"
1. All-directional acoustical pipe anchor, consisting of two sizes of steel tubing separated by a minimum 1/2" (12mm) thick 60 durometer neoprene. Vertical restraint shall be provided by similar material arranged to prevent vertical travel in either direction. Allowable loads on the isolation material should not exceed 500 psi (.35 kg/mm<sup>2</sup>) and the design shall be balanced for equal resistance in any direction.
  2. Mason Industries, Inc. type ADA.
- Q. Specification Type "Z"
1. Pipe guides shall consist of a telescopic arrangement of two sizes of steel tubing separated by a minimum 1/2" (12mm) thickness of 60 durometer neoprene. The height of the guides shall be preset with a shear pin to allow vertical motion due to pipe expansion or contraction. Shear pin shall be removable and reinsertable to allow for selection of pipe movement. Guides shall be capable of  $\pm 1 \frac{5}{8}$ " (41mm) motion, or to meet location requirements.
  2. Mason Industries, Inc. type VSG.
- R. Specification Type "AA"
1. Split Wall Seals consist of two bolted pipe halves with minimum 3/4" (19mm) thick neoprene sponge bonded to the inner faces. The seal shall be tightened around the pipe to eliminate clearance between the inner sponge face and the piping. Concrete may be packed around the seal to make it integral with the floor, wall or ceiling if the seal is not already in place around the pipe prior to the construction of the building member. Seals shall project a minimum of 1" (25mm) past either face of the wall. Where temperatures exceed 240F(115C), 10# (4.5kg) density fiberglass may be used in lieu of the sponge.
  2. Mason Industries, Inc. type SWS.

## **2.03 VIBRATION ISOLATION OF PIPING**

- A. Horizontal pipe isolation:
1. The first four pipe hangers in the main lines near the mechanical equipment shall be as described in specification K. Brace hanger rods with SRC clamps specification N.

2. Horizontal runs in all other locations throughout the building shall be isolated by hangers as described in specification J & JA.
  3. Floor supported piping shall rest on isolators as described in specification F.
  4. Piping connected to equipment located in basements and hangs from ceilings under occupied spaces the first three hangers shall have:
    - a. 0.75" (19mm) deflection for pipe sizes up to and including 3" (75mm).
    - b. 1 1/2" (38mm) deflection for pipe sizes up to and including 6" (150mm).
    - c. 2 1/2" (64mm) deflection thereafter.
    - d. Hangers shall be located as close to the overhead structure as practical. Hanger locations that also have seismic restraints attached must have type RW Rebound Washers to limit uplift.
  5. Where piping connects to mechanical equipment install specification W expansion joints or specification X stainless hoses if W is not suitable for the service.
- B. Riser isolation:
1. Risers shall be suspended from specification JA hangers or supported by specification E mountings, anchored with specification Y anchors, and guided with specification Z sliding guides.
  2. Steel springs shall be a minimum of 0.75" (19mm) except in those expansion locations where additional deflection is required to limit load changes to  $\pm 25\%$  of the initial load.
  3. Submittals must include riser diagrams and calculations showing anticipated expansion and contraction at each support point, initial and final loads on the building structure, spring deflection changes and seismic loads. Submittal data shall include certification that the riser system has been examined for excessive stresses and that none will exist in the proposed design.

## **2.04 SEISMIC DESIGN**

- A. General
1. Specifications and plans shall indicate minimum requirements and general intent. The actual requirements shall be determined by the seismic system designer but those requirements shall not be less than indicated on the plans and in these specifications.
  2. Calculations shall be submitted and signed by a licensed professional engineer in the state where the project is located.
  3. This project is subject to the seismic bracing requirements of the International Building Code, 2003 edition. The following criteria are applicable to this project.
    - a. Seismic Use Group (Table 1604.5): III
    - b. Site Class Category (Table 1615.1.1): D
    - c. Forces shall be calculated for the above requirements and Equation 16-67, 68, & 69 in section 1621.1.4, unless exempted by 1621.1.1.
- B. Seismic restraint of piping:
1. Seismically restrain all piping listed below. Use specification M cables if isolated. Specification M or N restraints may be used on unisolated piping.
    - a. Piping located in boiler rooms, mechanical equipment rooms, and refrigeration equipment rooms that is 1 1/4" (32mm) I.D. and larger.
    - b. All other piping 2 1/2" (64mm) diameter and larger.
  2. Transverse piping restraints shall be at 40' (12m) maximum spacing for all pipe sizes, except where lesser spacing is required to limit anchorage loads.
  3. Longitudinal restraints shall be at 80' (24m) maximum spacing for all pipe sizes, except

where lesser spacing is required to limit anchorage loads.

4. Where thermal expansion is a consideration, guides and anchors may be used as transverse and longitudinal restraints provided they have a capacity equal to or greater than the restraint loads in addition to the loads induced by expansion or contraction.
5. Transverse restraint for one pipe section may also act as a longitudinal restraint for a pipe section of the same size connected perpendicular to it if the restraint is installed within 24" (600mm) of the elbow or TEE or combined stresses are within allowable limits at longer distances.
6. Hold down clamps must be used to attach pipe to all trapeze members before applying restraints in a manner similar to clevis supports.
7. Branch lines may not be used to restrain main lines.
8. Cast iron pipe of all types, glass pipe and any other pipes joined with a four band shield and clamp assembly in areas with  $S_s$  of 0.35 or greater shall be braced as in sections 3.02.C.2 and 3. For areas with  $S_s$  less than 0.35, 2 band clamps may be used with a reduced spacing of 1/2 of those listed in sections 3.02.C.2 and 3.
9. Connection to the structure must be made with a non-friction connection (i.e. no "C" clamps)
10. Hanger locations that also have seismic restraints attached must have Specification JA.
11. Pipe Exclusions
  - a. Piping in boiler and mechanical rooms less than 1 1/4" (32mm) inside diameter.
  - b. All other piping less than 2 1/2" (64mm) inside diameter.
  - c. All piping suspended by clevis hangers where the distance from the top of the pipe to the suspension point is 12" or less.
  - d. All trapezed piping where the distance from the suspension point to the trapeze member is 12" or less.
  - e. If any suspension location in the run exceeds the above, the entire run must be braced.

**C. Seismic restraint of ductwork:**

1. Seismic restraint of ductwork
  - a. Seismically restrain all ductwork with specification L or M restraints as listed below:
    - 1) Restrain rectangular ducts with cross sectional area of 6 sq.ft. (.5 m<sup>2</sup>) or larger.
    - 2) Restrain round ducts with diameters of 28" (700mm) or larger.
    - 3) Restrain flat oval ducts the same as rectangular ducts of the same nominal size.
  - b. Transverse restraints shall occur at 30' (9mm) intervals or at both ends of the duct run if less than the specified interval. Transverse restraints shall be installed at each duct turn and at each end of a duct run.
  - c. Longitudinal restraints shall occur at 60' (18m) intervals with at least one restraint per duct run. Transverse restraints for one duct section may also act as a longitudinal restraint for a duct section connected perpendicular to it if the restraints are installed within 4' (1.2m) of the intersection of the ducts and if the restraints are sized for the larger duct. Duct joints shall conform to SMACNA duct construction standards.
  - d. The ductwork must be reinforced at the restraint locations. Reinforcement shall consist of an additional angle on top of the ductwork that is attached to the support hanger rods. Ductwork is to be attached to both upper angle and lower trapeze.

- e. A group of ducts may be combined in a larger frame so that the combined weights and dimensions of the ducts are less than or equal to the maximum weight and dimensions of the duct for which bracing details are selected.
- f. Walls, including gypsum board non bearing partitions, which have ducts running through them may replace a typical transverse brace. Provide channel framing around ducts and solid blocking between the duct and frame.
- g. Connection to the structure must be made with a non-friction connection (i.e. no "C" clamps)
- h. Hanger locations that also have seismic restraints attached must have Specification JA.
- i. Ductwork Exclusions:
  - 1) Rectangular and square and ducts that are less than 6 square feet in cross sectional area.
  - 2) Round duct less than 28" (.5m2) in diameter.
  - 3) All trapezed ductwork where the distance from the suspension point to the trapeze member is 12" or less.
  - 4) Ductwork hung with straps where the top of the duct is 12" or less from the suspension point and the strap has 2 #10 sheet metal screws within 2" of the top of the duct.
  - 5) If any suspension location in the run exceeds the above, the entire run must be braced.

### **PART 3 EXECUTION**

#### **3.01 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.

#### **3.02 GENERAL**

- A. All vibration isolators and seismic restraint systems must be installed in strict accordance with the manufacturers written instructions and all certified submittal data.
- B. Installation of vibration isolators and seismic restraints must not cause any change of position of equipment, piping or ductwork resulting in stresses or misalignment.
- C. No rigid connections between equipment and the building structure shall be made that degrades the noise and vibration control system herein specified.
- D. The contractor shall not install any equipment, piping, duct or conduit which makes rigid connections with the building unless isolation is not specified. "Building" includes, but is not limited to, slabs, beams, columns, studs and walls.
- E. Coordinate work with other trades to avoid rigid contact with the building.
- F. Any conflicts with other trades which will result in rigid contact with equipment or piping due to inadequate space or other unforeseen conditions should be brought to the architects/engineers attention prior to installation. Corrective work necessitated by conflicts after installation shall be at the responsible contractors expense.
- G. Bring to the architects/engineers attention any discrepancies between the specifications and the field conditions or changes required due to specific equipment selection, prior to installation. Corrective work necessitated by discrepancies after installation shall be at the responsible contractors expense.



- H. Correct, at no additional cost, all installations which are deemed defective in workmanship and materials at the contractors expense.
- I. Overstressing of the building structure must not occur because of overhead support of equipment. Contractor must submit loads to the structural engineer of record for approval. Generally bracing may occur from:
  - 1. Flanges of structural beams.
  - 2. Upper truss cords in bar joist construction.
  - 3. Cast in place inserts or wedge type drill-in concrete anchors.
- J. Specification L cable restraints shall be installed slightly slack to avoid short circuiting the isolated suspended equipment, piping or conduit.
- K. Specification L cable assemblies are installed taut on non-isolated systems. Specification M seismic solid braces may be used in place of cables on rigidly attached systems only.
- L. At locations where specification L or M restraints are located, the support rods must be braced when necessary to accept compressive loads with specification N braces.
- M. At locations where specification L cable restraints are installed on support rods with spring isolators, the spring isolation hangers must be specification type JA.
- N. At all locations where specification L or M restraints are attached to pipe clevis, the clevis cross bolt must be reinforced with specification type O braces.
- O. Drill-in concrete anchors for ceiling and wall installation shall be specification type R, and specification type S female wedge type for floor mounted equipment.
- P. Where piping passes through walls, floors or ceilings the vibration isolation manufacturer shall provide specification AA wall seals.
- Q. All mechanical equipment shall be vibration isolated and seismically restrained as specified.

### **3.03 SEISMIC CERTIFICATION AND ANALYSIS:**

- A. Seismic restraint calculations must be provided for all connections of equipment to the structure. Calculations must be stamped by a registered professional engineer licensed in the state of the job location.
- B. Calculations (including the combining of tensile and shear loadings) to support seismic restraint designs must be stamped by a registered professional engineer licensed in the state of the job location. Testing and calculations must include both shear and tensile loads as well as one test or analysis at 45 to the weakest mode.
- C. Analysis must indicate calculated dead loads, static seismic loads and capacity of materials utilized for connections to equipment and structure. Analysis must detail anchoring methods, bolt diameter, embedment and/or welded length. All seismic restraint devices shall be designed to accept, without failure.

### **3.04 FIELD QUALITY CONTROL**

- A. Inspect isolated equipment after installation and submit report. Include static deflections.

### **3.05 SCHEDULE**

- A. Pipe Isolation Schedule.
  - 1. 1 Inch Pipe Size: Isolate 120 diameters from equipment.

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2. 2 Inch Pipe Size: Isolate 90 diameters from equipment.
3. 3 Inch Pipe Size: Isolate 80 diameters from equipment.
4. 4 Inch Pipe Size: Isolate 75 diameters from equipment.

**END OF SECTION**

**SECTION 15075 - MECHANICAL IDENTIFICATION**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Nameplates.
- B. Tags.
- C. Pipe Markers.

**1.02 REFERENCE STANDARDS**

- A. ASME A13.1 - Scheme for the Identification of Piping Systems; The American Society of Mechanical Engineers; 2007.
- B. ASTM D709 - Standard Specification for Laminated Thermosetting Materials; 2001 (Reapproved 2007).

**1.03 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. List: Submit list of wording, symbols, letter size, and color coding for mechanical identification.
- C. Chart and Schedule: Submit valve chart and schedule, including valve tag number, location, function, and valve manufacturer's name and model number.
- D. Product Data: Provide manufacturers catalog literature for each product required.
- E. Manufacturer's Installation Instructions: Indicate special procedures, and installation.
- F. Project Record Documents: Record actual locations of tagged valves.
- G. Operation and Maintenance Manuals: Include in manuals the information listed below. For information on how to prepare and submit manuals see section 1780 (Closeout Submittals).
  - 1. Spare parts lists
  - 2. Shop drawings and product data

**PART 2 PRODUCTS**

**2.01 IDENTIFICATION APPLICATIONS**

- A. Fans: Nameplates.
- B. Control Panels: Nameplates.
- C. Rooftop Units: Nameplates.
- D. Major Control Components: Nameplates.
- E. Piping: Pipe markers.
- F. Pumps: Nameplates.
- G. Valves: Tags and ceiling tacks where located above lay-in ceiling.

**2.02 MANUFACTURERS**

- A. Brady Corporation: [www.bradycorp.com](http://www.bradycorp.com).
- B. Champion America, Inc: [www.Champion-America.com](http://www.Champion-America.com).
- C. Seton Identification Products: [www.seton.com/aec](http://www.seton.com/aec).

## **2.03 NAMEPLATES**

- A. Description: Laminated three-layer plastic with engraved letters.
  - 1. Letter Color: White.
  - 2. Letter Height: 1/4 inch.
  - 3. Background Color: Black.
  - 4. Plastic: Conform to ASTM D709.

## **2.04 TAGS**

- A. Metal Tags: Brass with stamped letters; tag size minimum 1-1/2 inch diameter with smooth edges.
- B. Chart: Typewritten letter size list in anodized aluminum frame.

## **2.05 PIPE MARKERS**

- A. Manufacturers:
- B. Comply with ASME A13.1.
- C. Plastic Pipe Markers: Factory fabricated, flexible, semi- rigid plastic, preformed to fit around pipe or pipe covering; minimum information indicating flow direction arrow and identification of fluid being conveyed.

# **PART 3 EXECUTION**

## **3.01 PREPARATION**

- A. Degrease and clean surfaces to receive adhesive for identification materials.

## **3.02 INSTALLATION**

- A. Install plastic nameplates with corrosive-resistant mechanical fasteners, or adhesive. Apply with sufficient adhesive to ensure permanent adhesion and seal with clear lacquer.
- B. Install tags with corrosion resistant chain.
- C. Install plastic tape pipe markers complete around pipe in accordance with manufacturer's instructions.
- D. Identify rooftop units with plastic nameplates.
- E. Identify control panels and major control components outside panels with plastic nameplates.
- F. Identify valves in main and branch piping with tags.
- G. Tag automatic controls, instruments, and relays. Key to control schematic.
- H. Identify piping, concealed or exposed, with plastic pipe markers. Use tags on piping 3/4 inch diameter and smaller. Identify service, flow direction, and pressure. Install in clear view and align with axis of piping. Locate identification not to exceed 20 feet on straight runs including risers and drops, adjacent to each valve and Tee, at each side of penetration

of structure or enclosure, and at each obstruction.

### **3.03 SCHEDULES**

#### **A. Piping**

1. All pipe identification shall be color coded in accordance with the following:
  - a. Chilled water supply and return - Blue

**END OF SECTION**

**SECTION 15080 - MECHANICAL INSULATION**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Piping insulation.
- B. Equipment insulation.
- C. Insulation jackets.
- D. Jackets and accessories.

**1.02 SCOPE OF WORK:**

- A. Provide insulation as specified for make-up water and chilled water piping systems, including valves, fittings, flanges, strainers, and mechanical couplings.

**1.03 RELATED SECTIONS**

- A. Section 15075 - Mechanical Identification.

**1.04 REFERENCES**

- A. ASTM C 518 - Standard Test Method for Steady-State Heat Flux Measurements and Thermal Transmission Properties by Means of the Heat Flow Meter Apparatus; 1991.
- B. ASTM C 553 - Standard Specification for Mineral Fiber Blanket Thermal Insulation for Commercial and Industrial Applications; 1992.
- C. ASTM E 96 - Standard Test Methods for Water Vapor Transmission of Materials; 1995.

**1.05 SUBMITTALS**

- A. Product Data: Provide product description, thermal characteristics, list of materials and thickness for each service, and locations.
- B. Manufacturer's Instructions: Indicate installation procedures which ensure acceptable workmanship and installation standards will be achieved.
- C. Operation and Maintenance Manuals: Include in manuals the information listed below. For information on how to prepare and submit manuals see section 1780 (Closeout Submittals).
  - 1. Shop drawings and product data

**1.06 QUALITY ASSURANCE**

- A. Manufacturer Qualifications: Company specializing in manufacturing products of the type specified in this section with not less than three years of documented experience.

**1.07 REGULATORY REQUIREMENTS**

- A. Materials: Conform to maximum flame spread/smoke developed rating of 25/50 in accordance with ASTM E 84.

**1.08 DELIVERY, STORAGE, AND PROTECTION**

- A. Accept materials on site in original factory packaging, labelled with manufacturer's identification, including product density and thickness.

- B. Protect insulation from weather and construction traffic, dirt, water, chemical, and mechanical damage, by storing in original wrapping.

#### **1.09 ENVIRONMENTAL REQUIREMENTS**

- A. Maintain ambient temperatures and conditions required by manufacturers of adhesives, mastics, and insulation cements.
- B. Maintain temperature during and after installation for minimum period of 24 hours.

### **PART 2 PRODUCTS**

#### **2.01 DUCT INSULATION**

##### **A. GLASS FIBER, FLEXIBLE**

- 1. Manufacturers.
  - a. Provide products complying with the specifications by one of the following manufactures.
    - 1) Certain Teed Corporation.
    - 2) Johns Manville
    - 3) Knauf Fiberglass GmbH.
    - 4) Owens-Corning Fiberglass Corporation.
- 2. Insulation: ASTM C 553; flexible, noncombustible blanket.
  - a. 'K' value : ASTM C 518, 0.31 at 75 degrees F.
  - b. Maximum service temperature: 250 degrees F.
  - c. Maximum moisture absorption: 0.20 percent by volume.
- 3. Vapor Barrier Jacket:
  - a. Kraft paper with glass fiber yarn and bonded to aluminized film.
  - b. Moisture vapor transmission: ASTM E 96; 0.02 perm.
  - c. Secure with pressure sensitive tape.
- 4. Vapor Barrier Tape:
  - a. Kraft paper reinforced with glass fiber yarn and bonded to aluminized film, with pressure sensitive rubber based adhesive.

##### **B. CELLULAR GLASS**

- 1. Manufacturers.
  - a. Provide products complying with the specifications by one of the following manufactures.
    - 1) Pittsburgh Corning
- 2. Absorption of moisture - Only to surface cells
- 3. Vapor permeability - 0.00 perm-in
- 4. Composition - pure glass, inorganic
- 5. Compressive strength - 100 psi
- 6. Density - 8 lb/ft<sup>3</sup> average
- 7. Linear coefficient of expansion - 4.8 x 10 deg F.
- 8. Thermal conductivity - .31 Btu-in/hr ft F at 50 deg F.
- 9. Physical Properties:
  - a. Absorption of moisture - Only to surface cells
  - b. Vapor permeability - 0.00 perm-in
  - c. Composition - pure glass, inorganic
  - d. Compressive strength - 100 psi
  - e. Density - 8 lb/ft<sup>3</sup> average

- f. Linear coefficient of expansion -  $4.8 \times 10$  deg F.
- g. Thermal conductivity - .31 Btu-in/hr ft F at 50 deg F.

**C. JACKETS**

- 1. Aluminum Jacket: ASTM B 209 (ASTM B 209M).
  - a. Thickness: 0.016 inch sheet.
  - b. Finish: Smooth.
  - c. Joining: Longitudinal slip joints and 2 inch laps.
  - d. Fittings: 0.016 inch thick die shaped fitting covers with factory attached protective liner.
  - e. Metal Jacket Bands: 3/8 inch wide; 0.015 inch thick aluminum.

**2.02 PIPE INSULATION**

- A. Insulation shall have composite (insulation jacket or facing, and adhesive used to adhere the facing or jacket to the insulation) fire and smoke hazard ratings as tested by procedure ASTM E84, NFPA 255 or UL 723 not exceeding:
  - 1. Flame Spread: 25.
  - 2. Smoke Developed: 50.
- B. Insulation shall be glass fiber with a maximum K factor of .24 at 75 degrees F mean temperature with factory applied fire resistant vapor barrier jacket, for cold piping and fire retardant jacket for hot water. Insulation for outdoor piping shall be rigid foam urethane, Armalok II or equal.
  - 1. For fittings and valve bodies 3" and smaller, insulation shall be one-pound density glass fiber blanket wrapped firmly under compression with No. 20 gauge galvanized annealed steel wire and given a smoothing coat of finishing cement.
- C. Accessories such as adhesives, mastics, cements, tapes and cloth for fittings shall have the same component rating as listed above. All products or their shipping cartons shall bear a label indicating that flame and smoke ratings do not exceed requirements. Treatment of jackets or facings to impart flame and smoke-safety shall be permanent. The use of water-soluble treatments are prohibited.
  - 1. Where Benjamin-Foster adhesives are specified equal products manufactured by 3M Company, or the manufacturer of the insulation are acceptable upon approval by the Engineer. Armstrong 520 adhesive shall be used for Armstrong insulation.
  - 2. In lieu of longitudinal lap seam specified, self-sealing lapped jacket shall be acceptable with requirement for aluminum bands on concealed piping.
- D. GLASS FIBER
  - 1. Manufacturers.
    - a. Provide products complying with the specifications by one of the following manufactures.
      - 1) Certain Teed Corporation.
      - 2) Johns Manville
      - 3) Knauf Fiberglass GmbH.
      - 4) Owens-Corning Fiberglass Corporation.
  - 2. Insulation: ASTM C 547 and ASTM C 795; rigid molded, noncombustible.
    - a. 'K' value: ASTM C 177, 0.24 at 75 degrees F.
    - b. Maximum service temperature: 850 degrees F.
    - c. Maximum moisture absorption: 0.2 percent by volume.



3. Insulation: ASTM C 795; semi-rigid, noncombustible, end grain adhered to jacket.
  - a. 'K' value: ASTM C 177, 0.24 at 75 degrees F.
  - b. Maximum service temperature: 650 degrees F.
  - c. Maximum moisture absorption: 0.2 percent by volume.
4. Vapor Barrier Jacket: White kraft paper with glass fiber yarn, bonded to aluminized film; moisture vapor transmission when tested in accordance with ASTM E 96 of 0.02 perm-inches.
5. Vapor Barrier Lap Adhesive:
  - a. Compatible with insulation.
6. Insulating Cement/Mastic:
  - a. ASTM C 195; hydraulic setting on mineral wool.
7. Fibrous Glass Fabric:
  - a. Cloth: Untreated; 9 oz/sq yd weight.
  - b. Blanket: 1.0 lb/cu ft density.
  - c. Weave: 5x5.

**E. CELLULAR GLASS**

1. Manufacturers.
  - a. Provide products complying with the specifications by one of the following manufactures.
    - 1) Pittsburgh Corning
2. Absorption of moisture - Only to surface cells
3. Vapor permeability - 0.00 perm-in
4. Composition - pure glass, inorganic
5. Compressive strength - 100 psi
6. Density - 8 lb/ft<sup>3</sup> average
7. Linear coefficient of expansion -  $4.8 \times 10$  deg F.
8. Thermal conductivity - .31 Btu-in/hr ft F at 50 deg F.
9. Physical Properties:
  - a. Absorption of moisture - Only to surface cells
  - b. Vapor permeability - 0.00 perm-in
  - c. Composition - pure glass, inorganic
  - d. Compressive strength - 100 psi
  - e. Density - 8 lb/ft<sup>3</sup> average
  - f. Linear coefficient of expansion -  $4.8 \times 10$  deg F.
  - g. Thermal conductivity - .31 Btu-in/hr ft F at 50 deg F.

**F. HYDROUS CALCIUM SILICATE**

1. Insulation: ASTM C 533 and ASTM C 795; rigid molded, asbestos free, gold color.
  - a. 'K' value: ASTM C 177 and C518; 0.40 at 300 degrees F.
  - b. Maximum service temperature: 1200 degrees F.
  - c. Density: 15 lb/cu ft.
2. Tie Wire: 0.048 inch stainless steel with twisted ends on maximum 12 inch centers.
3. Insulating Cement:
  - a. ASTM C 449/C 449M.

**G. JACKETS**

1. Canvas Jacket: UL listed 6 oz/sq yd plain weave cotton fabric treated with dilute fire retardant lagging adhesive.
  - a. Lagging Adhesive:

- 1) Compatible with insulation.
2. Aluminum Jacket: ASTM B 209 (ASTM B 209M) formed aluminum sheet.
  - a. Thickness: 0.016 inch sheet.
  - b. Finish: Embossed.
  - c. Joining: Longitudinal slip joints and 2 inch laps.
  - d. Fittings: 0.016 inch thick die shaped fitting covers with factory attached protective liner.
  - e. Metal Jacket Bands: 3/8 inch wide; 0.015 inch thick aluminum.

### **PART 3 EXECUTION**

#### **3.01 EXAMINATION**

- A. Verify that ducts have been tested before applying insulation materials.
- B. Verify that piping has been tested before applying insulation materials.
- C. Verify that equipment has been tested before applying insulation materials.
- D. Verify that surfaces are clean, foreign material removed, and dry.

#### **3.02 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.
- B. Install in accordance with NAIMA National Insulation Standards.
- C. DUCT INSULATION
  1. Insulated ducts conveying air below ambient temperature:
    - a. Provide insulation with vapor barrier jackets.
    - b. Finish with tape and vapor barrier jacket.
    - c. Continue insulation through walls, sleeves, hangers, and other duct penetrations.
    - d. Insulate entire system including fittings, joints, flanges, fire dampers, flexible connections, and expansion joints.
  2. Insulated ducts conveying air above ambient temperature:
    - a. Provide with or without standard vapor barrier jacket.
    - b. Insulate fittings and joints. Where service access is required, bevel and seal ends of insulation.
  3. External Duct Insulation Application:
    - a. Secure insulation with vapor barrier with wires and seal jacket joints with vapor barrier adhesive or tape to match jacket.
    - b. Secure insulation without vapor barrier with staples, tape, or wires.
    - c. Install without sag on underside of duct. Use adhesive or mechanical fasteners where necessary to prevent sagging. Lift duct off trapeze hangers and insert spacers.
    - d. Seal vapor barrier penetrations by mechanical fasteners with vapor barrier adhesive.
    - e. Stop and point insulation around access doors and damper operators to allow operation without disturbing wrapping.
  4. Outdoor ductwork shall receive 0.016 Embossed aluminum jacket, applied with sheet metal screws. Jacket shall be waterproof.
- D. PIPE INSULATION
  1. Longitudinal lap and 4" wide vapor barrier joint seal strips shall be adhered neatly in

- place with BF 85-20 adhesive or approved equal and banded.
2. The ends of pipe insulation shall be sealed off with BF 30-35 coatings at all flanges, valves and fittings and at intervals of not more than 21 feet on continuous runs or pipes.
  3. Fittings shall be vapor sealed by applying a layer of white open weave glass fabric (20 x 20 between two 1/16" thick coats of BF 30-35.
  4. Insulation shall be fastened in place with 16 gauge annealed wire on 18" centers maximum for piping runs and as required for a secure installation at fittings, valves, and appurtenances. Provide 8 ounce canvas jacket pasted in place and sized for all exposed piping.
  5. Exposed piping in mechanical rooms shall receive 8 ounce canvas jacket.
  6. Outdoor piping shall receive .016 Embossed aluminum jacket, applied with sheet metal screws. Jacket shall be waterproof.
  7. Insulated pipes conveying fluids below ambient temperature: Insulate entire system including fittings, valves, unions, flanges, strainers, flexible connections, and expansion joints.
  8. Glass fiber insulated pipes conveying fluids below ambient temperature:
    - a. Provide vapor barrier jackets, factory-applied or field-applied. Secure with self-sealing longitudinal laps and butt strips with pressure sensitive adhesive. Secure with outward clinch expanding staples and vapor barrier mastic.
    - b. Insulate fittings, joints, and valves with molded insulation of like material and thickness as adjacent pipe. Finish with glass cloth and vapor barrier adhesive or PVC fitting covers.
  9. Glass fiber insulated pipes conveying fluids above ambient temperature:
    - a. Provide standard jackets, with or without vapor barrier, factory-applied or field-applied. Secure with self-sealing longitudinal laps and butt strips with pressure sensitive adhesive. Secure with outward clinch expanding staples.
    - b. Insulate fittings, joints, and valves with insulation of like material and thickness as adjoining pipe. Finish with glass cloth and adhesive or PVC fitting covers.
  10. Inserts and Shields:
    - a. Application: Piping 1-1/2 inches diameter or larger.
    - b. Shields: Galvanized steel between pipe hangers or pipe hanger rolls and inserts.
    - c. Insert location: Between support shield and piping and under the finish jacket.
    - d. Insert configuration: Minimum 6 inches long, of same thickness and contour as adjoining insulation; may be factory fabricated.
    - e. Insert material: Hydrous calcium silicate insulation or other heavy density insulating material suitable for the planned temperature range.
  11. Continue insulation through walls, sleeves, pipe hangers, and other pipe penetrations. Finish at supports, protrusions, and interruptions. At fire separations, refer to Section 07840.
  12. Exterior Applications: Provide vapor barrier jacket. Insulate fittings, joints, and valves with insulation of like material and thickness as adjoining pipe, and finish with glass mesh reinforced vapor barrier cement. Cover with aluminum jacket with seams located on bottom side of horizontal piping.
  13. Heat Traced Piping: Insulate fittings, joints, and valves with insulation of like material, thickness, and finish as adjoining pipe. Size large enough to enclose pipe and heat tracer. Cover with aluminum jacket with seams located on bottom side of horizontal piping.

### 3.03 SCHEDULES

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SCHOOL OF MEDICINE-  
CRF/DM Building 104 Mechanical Renovations  
COLUMBIA, SC**

**STATE PROJECT# H27-N257  
A/E PROJECT #11060.02**

**A. DUCTWORK INSULATION**

1. Ductwork installed on roof:
  - a. Cellular Glass Insulation: 2 inch thick.
2. Return and Supply Duct inside Penthouse
  - a. Rigid Glass Fiber Duct Insulation: 2 inch thick.

**B. PIPING INSULATION**

1. Chilled water supply and return piping:
  - a. All pipe sizes: 1-1/2 inch Glass fiber insulation.
2. Chilled water supply and return piping outdoors:
  - a. All pipe sizes: 1-1/2 inch Cellular Glass insulation.
3. Condensate Drains from Cooling Coils:
  - a. All pipe sizes: 1-1/2 inch Glass fiber insulation.
  - b. All pipe sizes: 3/4" inch Flexible Elastomeric Cellular Insulation.

**END OF SECTION**

**SECTION 15128 - GAGES AND METERS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Pressure gages and pressure gage taps.
- B. Thermometers and thermometer wells.

**1.02 RELATED REQUIREMENTS**

- A. Section 15182 - Hydronic Piping.

**1.03 REFERENCE STANDARDS**

- A. ASME B40.100 - Pressure Gauges and Gauge Attachments; The American Society of Mechanical Engineers; 2005.
- B. ASTM E1 - Standard Specification for ASTM Liquid-in-Glass Thermometers; 2007.
- C. ASTM E77 - Standard Test Method for Inspection and Verification of Thermometers; 2007.
- D. UL 393 - Indicating Pressure Gauges for Fire-Protection Service; Underwriters Laboratories Inc.; 2005.

**1.04 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide list that indicates use, operating range, total range and location for manufactured components.
- C. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
  - 1. See Section 01600 - Product Requirements. for additional provisions.
- D. Operation and Maintenance Manuals: Include in manuals the information listed below. For information on how to prepare and submit manuals see section 1780 (Closeout Submittals).
- E. Local representative
- F. Recommended spare parts
- G. Spare parts lists
- H. Operating instructions
- I. Maintenance instructions, including preventative and corrective maintenance.
- J. Maintenance instructions for special finishes, including recommended cleaning methods and materials, and special precautions identifying detrimental agents.
- K. Copies of warranties

**1.05 FIELD CONDITIONS**

- A. Do not install instrumentation when areas are under construction, except for required rough-in, taps, supports and test plugs.

**PART 2 PRODUCTS**

## **2.01 PRESSURE GAGES**

- A. Manufacturers:
  - 1. Dwyer Instruments, Inc: [www.dwyer-inst.com](http://www.dwyer-inst.com).
  - 2. Moeller Instrument Co., Inc: [www.moellerinstrument.com](http://www.moellerinstrument.com).
  - 3. Omega Engineering, Inc: [www.omega.com](http://www.omega.com).
  - 4. Weiss
  - 5. Substitutions: See Section 01600 - Product Requirements.
- B. Pressure Gages: ASME B40.100, UL 393 drawn steel case, phosphor bronze bourdon tube, rotary brass movement, brass socket, with front recalibration adjustment, black scale on white background.
  - 1. Case: Steel with brass bourdon tube.
  - 2. Size: 4-1/2 inch diameter.
  - 3. Mid-Scale Accuracy: One percent.
  - 4. Scale: Psi.

## **2.02 PRESSURE GAGE TAPPINGS**

- A. Gage Cock: Tee or lever handle, brass for maximum 150 psi.
- B. Pulsation Damper: Pressure snubber, brass with 1/4 inch connections.

## **2.03 STEM TYPE THERMOMETERS**

- A. Manufacturers:
  - 1. Dwyer Instruments, Inc: [www.dwyer-inst.com](http://www.dwyer-inst.com).
  - 2. Omega Engineering, Inc: [www.omega.com](http://www.omega.com).
  - 3. Weiss
  - 4. Weksler Glass Thermometer Corp: [www.wekslerglass.com](http://www.wekslerglass.com).
  - 5. Substitutions: See Section 01600 - Product Requirements.
- B. Thermometers - Adjustable Angle: Red- or blue-appearing non-toxic liquid in glass; ASTM E1; lens front tube, cast aluminum case with enamel finish, cast aluminum adjustable joint with positive locking device; adjustable 360 degrees in horizontal plane, 180 degrees in vertical plane.
  - 1. Size: 9 inch scale.
  - 2. Window: Clear Lexan.
  - 3. Accuracy: 2 percent, per ASTM E 77.
  - 4. Calibration: Degrees F.

## **2.04 THERMOMETER SUPPORTS**

- A. Socket: Brass separable sockets for thermometer stems with or without extensions as required, and with cap and chain.
- B. Flange: 3 inch outside diameter reversible flange, designed to fasten to sheet metal air ducts, with brass perforated stem.

# **PART 3 EXECUTION**

## **3.01 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.
- B. Install thermometers at locations specified in the construction documents.

- C. Provide instruments with scale ranges selected according to service with largest appropriate scale.
- D. Install gages and thermometers in locations where they are easily read from normal operating level. Install vertical to 45 degrees off vertical.
- E. Adjust gages and thermometers to final angle, clean windows and lenses, and calibrate to zero.
- F. Locate test plugs adjacent thermometers and thermometer sockets.

### **3.02 SCHEDULES**

- A. Pressure Gage Tappings, Location:
  - 1. Control valves 3/4 inch & larger - inlets and outlets.
  - 2. Major coils - inlets and outlets.
  - 3. Chiller - inlets and outlets.
- B. Thermometer Sockets, Location:
  - 1. Control valves 1 inch & larger - inlets and outlets.

**END OF SECTION**

**SECTION 15182 - HYDRONIC PIPING**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Pipe and pipe fittings for:
  - 1. Chilled water piping system.
  - 2. Equipment drains and overflows.
- B. Valves:
  - 1. Gate valves.
  - 2. Globe or angle valves.
  - 3. Ball valves.
  - 4. Butterfly valves.
  - 5. Check valves.

**1.02 RELATED REQUIREMENTS**

- A. Section 15075 - Mechanical Identification.
- B. Section 15073 - Vibration and Seismic Controls for HVAC Piping and Equipment.
- C. Section 15183 - Hydronic Specialties.
- D. Section 15189 - Chemical Water Treatment: Pipe cleaning.

**1.03 REFERENCE STANDARDS**

- A. ASME (BPV IX) - Boiler and Pressure Vessel Code, Section IX - Welding and Brazing Qualifications; The American Society of Mechanical Engineers; 2007.
- B. ASME B16.3 - Malleable Iron Threaded Fittings; The American Society of Mechanical Engineers; 1998 (R2006).
- C. ASME B16.18 - Cast Copper Alloy Solder Joint Pressure Fittings; The American Society of Mechanical Engineers; 2001 (R2005) (ANSI B16.18).
- D. ASME B16.22 - Wrought Copper and Copper Alloy Solder Joint Pressure Fittings; The American Society of Mechanical Engineers; 2001 (R2005).
- E. ASME B31.9 - Building Services Piping; The American Society of Mechanical Engineers; 2004 (ANSI/ASME B31.9).
- F. ASTM A 53/A 53M - Standard Specification for Pipe, Steel, Black and Hot-Dipped, Zinc-Coated, Welded and Seamless; 2007.
- G. ASTM A 234/A 234M - Standard Specification for Piping Fittings of Wrought Carbon Steel and Alloy Steel for Moderate and High Temperature Service; 2007.
- H. ASTM B 32 - Standard Specification for Solder Metal; 2004.
- I. ASTM B 88 - Standard Specification for Seamless Copper Water Tube; 2003.
- J. ASTM B88M - Standard Specification for Seamless Copper Water Tube (Metric); 2005.
- K. AWWA C606 - Grooved and Shouldered Joints.
- L. AWWA C606 - Standard Specification for Grooved and Shouldered Joints; American Water



Works Association; 2006.

#### **1.04 SYSTEM DESCRIPTION**

- A. Where more than one piping system material is specified, ensure system components are compatible and joined to ensure the integrity of the system is not jeopardized. Provide necessary joining fittings. Ensure flanges, union, and couplings for servicing are consistently provided.
- B. Use unions, flanges, and couplings downstream of valves and at equipment or apparatus connections. Do not use direct welded or threaded connections to valves, equipment or other apparatus.
- C. Use non-conducting dielectric connections whenever jointing dissimilar metals.
- D. Provide pipe hangers and supports in accordance with ASME B31.9 unless indicated otherwise.
- E. Use ball valves for shut-off and to isolate equipment, part of systems, or vertical risers.
- F. Use globe valves for throttling, bypass, or manual flow control services.
- G. Use plug cocks for throttling service. Use non-lubricated plug cocks only when shut-off or isolating valves are also provided.
- H. Use only butterfly valves in chilled water systems for throttling and isolation service.
- I. Use lug end butterfly valves to isolate equipment.
- J. Use 3/4 inch gate valves with cap for drains at main shut-off valves, low points of piping, bases of vertical risers, and at equipment. Pipe to nearest floor drain.

#### **1.05 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Product Data: Include data on pipe materials, pipe fittings, valves, and accessories. Provide manufacturers catalogue information. Indicate valve data and ratings.
- C. Welders Certificate: Include welders certification of compliance with ASME (BPV IX).
- D. Manufacturer's Installation Instructions: Indicate hanging and support methods, joining procedures.
- E. Project Record Documents: Record actual locations of valves.
- F. Maintenance Data: Include installation instructions, spare parts lists, exploded assembly views.
- G. Operation and Maintenance Manuals: Include in manuals the information listed below. For information on how to prepare and submit manuals see section 1780 (Closeout Submittals).
  - 1. Recommended spare parts
  - 2. Spare parts lists
  - 3. Maintenance instructions, including preventative and corrective maintenance
  - 4. Shop drawings and product data

#### **1.06 QUALITY ASSURANCE**

- A. Welder Qualifications: Certify in accordance with ASME (BPV IX).

**1.07 REGULATORY REQUIREMENTS**

- A. Conform to ASME B31.9 code for installation of piping system.
- B. Welding Materials and Procedures: Conform to ASME (BPV IX) and applicable state labor regulations.
- C. Provide certificate of compliance from authority having jurisdiction, indicating approval of welders.

**1.08 DELIVERY, STORAGE, AND HANDLING**

- A. Accept valves on site in shipping containers with labeling in place. Inspect for damage.
- B. Provide temporary protective coating on cast iron and steel valves.
- C. Provide temporary end caps and closures on piping and fittings. Maintain in place until installation.
- D. Protect piping systems from entry of foreign materials by temporary covers, completing sections of the work, and isolating parts of completed system.

**PART 2 PRODUCTS**

**2.01 HYDRONIC SYSTEM REQUIREMENTS**

- A. Comply with ASME B31.9 and applicable federal, state, and local regulations.
- B. Piping: Provide piping, fittings, hangers and supports as required, as indicated, and as follows:
  - 1. Where more than one piping system material is specified, provide joining fittings that are compatible with piping materials and ensure that the integrity of the system is not jeopardized.
  - 2. Use non-conducting dielectric connections whenever jointing dissimilar metals.
  - 3. Provide pipe hangers and supports in accordance with ASME B31.9 unless indicated otherwise.
- C. Pipe-to-Valve and Pipe-to-Equipment Connections: Use flanges or unions to allow disconnection of components for servicing; do not use direct welded, soldered, or threaded connections.
- D. Valves: Provide valves where indicated and as follows:
  - 1. Provide drain valves where indicated, and if not indicated provide at least at main shut-off, low points of piping, bases of vertical risers, and at equipment. Use 3/4 inch gate valves with cap; pipe to nearest floor drain.
  - 2. Isolate equipment using butterfly valves with lug end flanges or grooved mechanical couplings.
  - 3. For throttling, bypass, or manual flow control services, use globe, ball, or butterfly valves.
  - 4. In chilled water systems, butterfly valves may be used interchangeably with gate and globe valves.
  - 5. For shut-off and to isolate parts of systems or vertical risers, use gate, ball, or butterfly valves.
  - 6. For throttling service, use plug cocks. Use non-lubricated plug cocks only when shut-off or isolating valves are also provided.

E. Welding Materials and Procedures: Conform to ASME (BPV IX).

## **2.02 CHILLED WATER PIPING, ABOVE GRADE**

- A. Steel Pipe: ASTM A53/A53M, Schedule 40, black; using one of the following joint types:
  - 1. Welded Joints: ASTM A234/A234M, wrought steel welding type fittings; AWS D1.1 welded.
  - 2. Fittings: ASTM A 234/A 234M, wrought steel; ASTM A 395 and A 536, ductile iron; or ASTM A 53, (fabricated from carbon steel pipe), grooved end or welding type

2.03 Fittings: ASTM A 234/A 234M, wrought steel; ASTM A 395 and A 536, ductile iron; or ASTM A 53, (fabricated from carbon steel pipe), grooved end or welding type

## **2.04 EQUIPMENT DRAINS**

- A. Steel Pipe: ASTM A53/A53M, Schedule 40 galvanized; using one of the following joint types:
  - 1. Threaded Joints: Galvanized cast iron, or ASME B16.3 malleable iron fittings.
  - 2. Joints: Threaded, or grooved mechanical couplings.
- B. Copper Tube: ASTM B88 (ASTM B88M), Type K (A), drawn; using one of the following joint types:
  - 1. Solder Joints: ASME B16.18 cast brass/bronze or ASME B16.22 solder wrought copper fittings; ASTM B32 lead-free solder, HB alloy (95-5 tin-antimony) or tin and silver.
  - 2. Grooved Joints: AWWA C606 grooved pipe, fittings of same material, and mechanical couplings.
  - 3. Joints: Solder, lead free, ASTM B 32, HB alloy (95-5 tin-antimony), or tin and silver.

## **2.05 PIPE HANGERS AND SUPPORTS**

- A. Conform to ASME B31.9.
- B. Hangers for Pipe Sizes 1/2 to 1-1/2 Inch: Malleable iron, adjustable swivel, split ring.
- C. Hangers for Cold Pipe Sizes 2 Inches and Over: Carbon steel, adjustable, clevis.
- D. Multiple or Trapeze Hangers: Steel channels with welded spacers and hanger rods.
- E. Wall Support for Pipe Sizes 4 Inches and Over: Welded steel bracket and wrought steel clamp.
- F. Vertical Support: Steel riser clamp.
- G. Floor Support for Cold Pipe: Cast iron adjustable pipe saddle, lock nut, nipple, floor flange, and concrete pier or steel support.
- H. Copper Pipe Support: Carbon steel ring, adjustable, copper plated.

## **2.06 UNIONS, FLANGES, AND COUPLINGS**

- A. Unions for Pipe 2 Inches and Under:
  - 1. Ferrous Piping: 150 psig malleable iron, threaded, or type 304/304L stainless steel, threaded type, with Vic Press 304™ ends.
- B. Flanges for Pipe Over 2 Inches:
- C. Ferrous Piping: 150 psig forged steel, slip-on.

1. Gaskets: 1/16 inch thick preformed neoprene.
- D. Dielectric Connections: Union or waterway fitting with water impervious isolation barrier and one galvanized or plated steel end and one copper tube end, end types to match pipe joint types used.

## **2.07 GATE VALVES**

- A. Manufacturers:
  1. Conbraco Industries: [www.conbraco.com](http://www.conbraco.com).
  2. Nibco, Inc: [www.nibco.com](http://www.nibco.com).
  3. Milwaukee Valve Company: [www.milwaukeevalve.com](http://www.milwaukeevalve.com).
  4. Substitutions: See Section 01600 - Product Requirements.
- B. Up To and Including 2 Inches:
  1. Bronze body, bronze trim, screwed bonnet, non-rising stem, lockshield stem, inside screw with backseating stem, solid wedge disc, alloy seat rings, solder ends.
- C. Over 2 Inches:
  1. Iron body, bronze trim, bolted bonnet, rising stem, handwheel, outside screw and yoke, solid wedge disc with bronze seat rings, flanged ends.

## **2.08 GLOBE OR ANGLE VALVES**

- A. Manufacturers:
  1. Conbraco Industries: [www.conbraco.com](http://www.conbraco.com).
  2. Nibco, Inc: [www.nibco.com](http://www.nibco.com).
  3. Milwaukee Valve Company: [www.milwaukeevalve.com](http://www.milwaukeevalve.com).
- B. Up To and Including 2 Inches:
  1. Bronze body, bronze trim, screwed bonnet, rising stem and handwheel, inside screw with backseating stem, renewable composition disc and bronze seat, solder ends.
- C. Over 2 Inches:
  1. Iron body, bronze trim, bolted bonnet, rising stem, handwheel, outside screw and yoke, rotating plug-type disc with renewable seat ring and disc, flanged ends.

## **2.09 BALL VALVES**

- A. Manufacturers:
  1. Conbraco Industries: [www.conbraco.com](http://www.conbraco.com).
  2. Nibco, Inc: [www.nibco.com](http://www.nibco.com).
  3. Milwaukee Valve Company: [www.milwaukeevalve.com](http://www.milwaukeevalve.com).
  4. Substitutions: See Section 01600 - Product Requirements.
- B. Up To and Including 2 Inches:
  1. Bronze one piece body, chrome plated brass ball, teflon seats and stuffing box ring, lever handle with balancing stops, solder ends with union.
- C. Over 2 Inches:
  1. Cast steel body, chrome plated steel ball, teflon seat and stuffing box seals, lever handle, flanged.

## **2.10 BUTTERFLY VALVES**

- A. Manufacturers:

1. Hammond Valve: [www.hammondvalve.com](http://www.hammondvalve.com).
  2. Crane Co.: [www.cranvalve.com](http://www.cranvalve.com).
  3. Milwaukee Valve Company: [www.milwaukeevalve.com](http://www.milwaukeevalve.com).
  4. Substitutions: See Section 01600 - Product Requirements.
- B. Body: Cast or ductile iron with resilient replaceable EPDM seat, wafer or lug ends, extended neck.
- C. Disc: Aluminum bronze.
- D. Operator: 10 position lever handle.

### **PART 3 EXECUTION**

#### **3.01 PREPARATION**

- A. Ream pipe and tube ends. Remove burrs. Bevel plain end ferrous pipe.
- B. Remove scale and dirt on inside and outside before assembly.
- C. Prepare piping connections to equipment with couplings, flanges or unions.
- D. Keep open ends of pipe free from scale and dirt. Protect open ends with temporary plugs or caps.
- E. After completion, fill, clean, and treat systems.

#### **3.02 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.
- B. Install chilled water piping to ASME B31.9 requirements.
- C. Install piping to conserve building space and to avoid interfere with use of space.
- D. Group piping whenever practical at common elevations.
- E. Sleeve pipe passing through partitions, walls and floors.
- F. Slope piping and arrange to drain at low points.
- G. Install piping to allow for expansion and contraction without stressing pipe, joints, or connected equipment.
- H. Inserts:
  1. Provide inserts for placement in concrete formwork.
  2. Provide inserts for suspending hangers from reinforced concrete slabs and sides of reinforced concrete beams.
- I. Pipe Hangers and Supports:
  1. Install in accordance with ASME B31.9.
  2. Support horizontal piping as scheduled.
  3. Install hangers to provide minimum 1/2 inch space between finished covering and adjacent work.
  4. Place hangers within 12 inches of each horizontal elbow.
  5. Use hangers with 1-1/2 inch minimum vertical adjustment. Design hangers for pipe movement without disengagement of supported pipe.
- J. Provide clearance in hangers and from structure and other equipment for installation of

insulation and access to valves and fittings. Refer to Section 15080.

- K. Provide access where valves and fittings are not exposed.
- L. Use eccentric reducers to maintain top of pipe level.
- M. Install valves with stems upright or horizontal, not inverted.

### **3.03 SCHEDULES**

- A. Hanger Spacing for Steel Piping.
  - 1. 1/2 inch, 3/4 inch, and 1 inch: Maximum span, 7 feet; minimum rod size, 1/4 inch.
  - 2. 1-1/4 inches: Maximum span, 8 feet; minimum rod size, 3/8 inch.
  - 3. 1-1/2 inches: Maximum span, 9 feet; minimum rod size, 3/8 inch.
  - 4. 2 inches: Maximum span, 10 feet; minimum rod size, 3/8 inch.
  - 5. 2-1/2 inches: Maximum span, 11 feet; minimum rod size, 3/8 inch.
  - 6. 3 inches: Maximum span, 12 feet; minimum rod size, 3/8 inch.
  - 7. 4 inches: Maximum span, 14 feet; minimum rod size, 1/2 inch.

**END OF SECTION**

**SECTION 15183 - HYDRONIC SPECIALTIES**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Air vents.
- B. Strainers.
- C. Flow indicators, controls, meters.

**1.02 RELATED REQUIREMENTS**

- A. Section 15182 - Hydronic Piping.
- B. Section 15189 - Chemical Water Treatment: Pipe Cleaning.

**1.03 REFERENCE STANDARDS**

- A. ASME (BPV VIII, 1) - Boiler and Pressure Vessel Code, Section VIII, Division 1 - Rules for Construction of Pressure Vessels; The American Society of Mechanical Engineers; 2007.

**1.04 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide product data for manufactured products and assemblies required for this project. Include component sizes, rough-in requirements, service sizes, and finishes. Include product description, model and dimensions.
- C. Certificates: Inspection certificates for pressure vessels from authority having jurisdiction.
- D. Manufacturer's Installation Instructions: Indicate hanging and support methods, joining procedures.
- E. Project Record Documents: Record actual locations of flow controls.
- F. Maintenance Data: Include installation instructions, assembly views, lubrication instructions, and replacement parts list.
- G. Operation and Maintenance Manuals: Include in manuals the information listed below. For information on how to prepare and submit manuals see section 1780 (Closeout Submittals).
  - 1. Recommended spare parts
  - 2. Spare parts lists
  - 3. Operating instructions
  - 4. Maintenance instructions, including preventative and corrective maintenance.
  - 5. Copies of warranties
  - 6. Wiring diagrams
  - 7. Inspection procedures
  - 8. Shop drawings and product data

**1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Accept valves on site in shipping containers with labeling in place. Inspect for damage.
- B. Provide temporary protective coating on cast iron and steel valves.
- C. Provide temporary end caps and closures on piping and fittings. Maintain in place until

installation.

- D. Protect piping systems from entry of foreign materials by temporary covers, completing sections of the work, and isolating parts of completed system.

## **PART 2 PRODUCTS**

### **2.01 AIR VENTS**

- A. Manufacturers:
  - 1. Armstrong International, Inc: [www.armstronginternational.com](http://www.armstronginternational.com).
  - 2. ITT Bell & Gossett: [www.bellgossett.com](http://www.bellgossett.com).
  - 3. Taco, Inc: [www.taco-hvac.com](http://www.taco-hvac.com).
  - 4. Substitutions: See Section 01600 - Product Requirements.
- B. Manual Type: Short vertical sections of 2 inch diameter pipe to form air chamber, with 1/8 inch brass needle valve at top of chamber.
- C. Float Type (Automatic):
  - 1. Brass or semi-steel body, copper, polypropylene, or solid non-metallic float, stainless steel valve and valve seat; suitable for system operating temperature and pressure; with isolating valve.
  - 2. Cast iron body and cover, float, bronze pilot valve mechanism suitable for system operating temperature and pressure; with isolating valve.

### **2.02 STRAINERS**

- A. Manufacturers:
  - 1. Armstrong International, Inc: [www.armstronginternational.com](http://www.armstronginternational.com).
  - 2. Green Country Filtration: [greencountryfiltration.com](http://greencountryfiltration.com).
  - 3. WEAMCO: [www.weamco.com](http://www.weamco.com).
  - 4. Substitutions: See Section 01600 - Product Requirements.
- B. Size 2 inch and Under:
  - 1. Screwed brass or iron body for 175 psi working pressure, Y pattern with 1/32 inch stainless steel perforated screen.
- C. Size 2-1/2 inch to 4 inch:
  - 1. Flanged iron body for 175 psi working pressure, Y pattern with 3/64 inch stainless steel perforated screen.

### **2.03 FLOW CONTROLS**

- A. Manufacturers:
  - 1. Amtrol Inc: [www.amtrol.com](http://www.amtrol.com).
  - 2. Griswold
  - 3. ITT Bell & Gossett: [www.bellgossett.com](http://www.bellgossett.com).
  - 4. Cla-Val Co: [www.cla-val.com](http://www.cla-val.com).
  - 5. Substitutions: See Section 01600 - Product Requirements.
- B. Construction: Brass or bronze body with union on inlet and outlet, temperature and pressure test plug on inlet and outlet with blowdown/backflush drain.
- C. Calibration: Control flow within 5 percent of selected rating, over operating pressure range of 10 times minimum pressure required for control, maximum minimum pressure 3.5 psi.



D. Control Mechanism: Stainless steel or nickel plated brass piston or regulator cup, operating against stainless steel helical or wave formed spring.

E. Accessories: In-line strainer on inlet and ball valve on outlet.

### **PART 3 EXECUTION**

#### **3.01 INSTALLATION**

- A. Install specialties in accordance with manufacturer's instructions.
- B. Where large air quantities can accumulate, provide enlarged air collection standpipes.
- C. Replace the existing automatic air vents located in the mechanical room penthouse.  
Contractor shall replace a total of 4 automatic air vents in the existing hydronic system.
- D. Provide valved drain and hose connection on strainer blow down connection.
- E. Support pump fittings with floor mounted pipe and flange supports.

**END OF SECTION**

**SECTION 15189 - CHEMICAL WATER TREATMENT**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Cleaning of piping systems.
- B. Chemical feeder equipment.
- C. Chemical treatment.

**1.02 RELATED REQUIREMENTS**

- A. Section 15182 - Hydronic Piping.
- B. Section 15183 - Hydronic Specialties.

**1.03 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide chemical treatment materials, chemicals, and equipment including electrical characteristics and connection requirements.
- C. Operation and Maintenance Manuals: Include in manuals the information listed below. For information on how to prepare and submit manuals see section 1780 (Closeout Submittals).
  - 1. Local representative
  - 2. Emergency instructions
  - 3. Safety instructions
  - 4. Recommended spare parts
  - 5. Spare parts lists
  - 6. Operating instructions
  - 7. Maintenance instructions, including preventative and corrective maintenance.
  - 8. Maintenance instructions for special finishes, including recommended cleaning methods and materials, and special precautions identifying detrimental agents.
  - 9. Copies of warranties
  - 10. Wiring diagrams
  - 11. Shop drawings and product data

**1.04 QUALITY ASSURANCE**

- A. Manufacturer Qualifications: Company specializing in manufacturing the type of products specified in this section, with minimum three years of documented experience. Company shall have local representatives with water analysis laboratories and full time service personnel.

**1.05 REGULATORY REQUIREMENTS**

- A. Conform to applicable code for addition of non-potable chemicals to building mechanical systems and to public sewage systems.
- B. Products Requiring Electrical Connection: Listed and classified by UL as suitable for the purpose specified and indicated.

**PART 2 PRODUCTS**

**2.01 MANUFACTURERS**

- A. AmSolv/Division of Amrep, Inc: [www.amsolv.com](http://www.amsolv.com).
- B. GE Water Technologies: [www.gewater.com](http://www.gewater.com).
- C. Nalco Company: [www.nalco.com](http://www.nalco.com).

**2.02 MATERIALS**

- A. System Cleaner:
  - 1. Manufacturers:
    - a. AmSolv/Division of Amrep, Inc: [www.amsolv.com](http://www.amsolv.com).
    - b. GE Water Technologies: [www.gewater.com](http://www.gewater.com).
    - c. Nalco Company: [www.nalco.com](http://www.nalco.com).
    - d. Substitutions: See Section 01600 - Product Requirements.
  - 2. Liquid alkaline compound with emulsifying agents and detergents to remove grease and petroleum products; sodium tripoly phosphate and sodium molybdate.
- B. Closed System Treatment (Water):
  - 1. Manufacturers:
    - a. AmSolv/Division of Amrep, Inc: [www.amsolv.com](http://www.amsolv.com).
    - b. GE Water Technologies: [www.gewater.com](http://www.gewater.com).
    - c. Nalco Company: [www.nalco.com](http://www.nalco.com).
    - d. Substitutions: See Section 01600 - Product Requirements.
  - 2. Sequestering agent to reduce deposits and adjust pH; polyphosphate.
  - 3. Corrosion inhibitors; boron-nitrite, sodium nitrite and borax, sodium tolyltriazole, low molecular weight polymers, phosphonates, sodium molybdate, or sulphites.
  - 4. Conductivity enhancers; phosphates or phosphonates.

**2.03 BY-PASS (POT) FEEDER**

- A. Manufacturers:
  - 1. Griswold Controls: [www.griswoldcontrols.com](http://www.griswoldcontrols.com).
  - 2. J. L. Wingert Company: [www.jlwingert.com](http://www.jlwingert.com).
  - 3. Neptune Chemical Pump Company: [www.neptune1.com](http://www.neptune1.com).
  - 4. Substitutions: See Section 01600 - Product Requirements.
- B. 5 gal quick opening cap for working pressure of 175 psi.

**PART 3 EXECUTION**

**3.01 PREPARATION**

- A. Systems shall be operational, filled, started, and vented prior to cleaning. Use water meter to record capacity in each system.
- B. Place terminal control valves in open position during cleaning.
- C. Verify that electric power is available and of the correct characteristics.

**3.02 CLEANING SEQUENCE**

- A. Concentration:
  - 1. As recommended by manufacturer.
- B. Chilled Water Systems:

1. Circulate for 48 hours, then drain systems as quickly as possible.
  2. Refill with clean water, circulate for 24 hours, then drain.
  3. Refill with clean water and repeat until system cleaner is removed.
- C. Remove, clean, and replace strainer screens.
- D. Inspect, remove sludge, and flush low points with clean water after cleaning process is completed. Include disassembly of components as required.

### **3.03 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.

### **3.04 CLOSED SYSTEM TREATMENT**

- A. Provide one bypass feeder on each system. Install isolating and drain valves and necessary piping. Install around balancing valve downstream of circulating pumps unless indicated otherwise.
- B. Introduce closed system treatment through bypass feeder when required or indicated by test.
- C. Provide 3/4 inch water coupon rack around circulating pumps with space for 4 test specimens.

### **3.05 CLOSEOUT ACTIVITIES**

- A. Training: Train Owner's personnel on operation and maintenance of chemical treatment system.
1. Provide minimum of two hours of instruction for two people.
  2. Have operation and maintenance data prepared and available for review during training.
  3. Conduct training using actual equipment after treated system has been put into full operation.

**END OF SECTION**

**SECTION 15720 - AIR HANDLING UNITS AND DOUBLE WALL PANELS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Rooftop Air Handler.
- B. Double Wall Panels

**1.02 RELATED REQUIREMENTS**

- A. Section 15073 - Vibration and Seismic Controls for HVAC Piping and Equipment.
- B. Section 15860 - Air Cleaning Devices.

**1.03 REFERENCE STANDARDS**

- A. ARI 430 - Standard for Central-Station Air-Handling Units; Air-Conditioning and Refrigeration Institute; 1999.

**1.04 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Product Data:
  - 1. Published Literature: Indicate dimensions, weights, capacities, ratings, gages and finishes of materials, and electrical characteristics and connection requirements.
  - 2. Filters: Data for filter media, filter performance data, filter assembly, and filter frames.
  - 3. Fans: Performance and fan curves with specified operating point clearly plotted, power, RPM.
  - 4. Sound Power Level Data: Fan outlet and casing radiation at rated capacity.
  - 5. Electrical Requirements: Power supply wiring including wiring diagrams for interlock and control wiring, clearly indicating factory-installed and field-installed wiring.
- C. Shop Drawings: Indicate assembly, unit dimensions, weight loading, required clearances, construction details, field connection details, and electrical characteristics and connection requirements.
- D. Manufacturer's Instructions: Include installation instructions.
- E. Maintenance Data: Include instructions for lubrication, filter replacement, motor and drive replacement, spare parts lists, and wiring diagrams.
- F. Operation and Maintenance Manuals: Include in manuals the information listed below. For information on how to prepare and submit manuals see section 1780 (Closeout Submittals).
  - 1. Recommended spare parts
  - 2. Spare parts lists
  - 3. Operating instructions
  - 4. Maintenance instructions, including preventative and corrective maintenance.
  - 5. Maintenance instructions for special finishes, including recommended cleaning methods and materials, and special precautions identifying detrimental agents.
  - 6. Copies of warranties
  - 7. Wiring diagrams
  - 8. Shop drawings and product data

**1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Accept products on site in factory-fabricated protective containers, with factory-installed shipping skids and lifting lugs. Inspect for damage.
- B. Store in clean dry place and protect from weather and construction traffic. Handle carefully to avoid damage to components, enclosures, and finish.
- C. Do not operate units until ductwork is clean, filters are in place, bearings lubricated, and fan has been test run under observation.

**PART 2 PRODUCTS**

**2.01 Rooftop Unit**

- A. The Trane Company: [www.trane.com](http://www.trane.com).
- B. York
- C. McQuay
- D. Substitutions: See Section 01600 - Product Requirement

**2.02 GENERAL DESCRIPTION**

- A. Configuration: Fabricate with fans plus accessories. See drawings for exact configuration.
- B. Fabrication: Conform to AMCA 99 and ARI 430.

**2.03 CASING**

- A. Construction: Fabricate on channel base and drain pan of welded steel. Assemble sections with gaskets and bolts.
  - 1. Outside Casing:
    - a. Galvanized Steel: 0.0516 inch.
    - b. Finish: Manufacturers standard paint on exterior.
  - 2. Inside Casing:
    - a. Galvanized Steel: Solid, 0.0276 inch thick.
  - 3. Floor Plate:
    - a. Galvanized Steel: 1.382 inch thick.
- B. Insulation: Neoprene coated, glass fiber, applied to internal surfaces with adhesive and weld pins with exposed edges of insulation coated with adhesive.
  - 1. "K" value at 75 degrees F: Maximum 0.26 Btuh/inch/sq ft/degrees F.
  - 2. Density: 1-1/2 inch thick, 1-1/2 lbs/cu ft.
- C. Finish: Baked enamel.
- D. Inspection Doors: Galvanized steel for flush mounting, with gasket, latch, and handle assemblies.
- E. Lights: Provide in accessible sections suitable for damp locations with wire guards, factory wired to weatherproof switch duplex outlet mounted on casing exterior. In humidifier sections, provide lights suitable for wet locations.
- F. Drain Pans: Construct from single thickness galvanized steel with insulation between layers with welded corners. Cross break and pitch to drain connection. Provide drain pans under fan section.

- G. Weatherproof Casing Finish: Seal fixed joints with flexible weather tight sealer. Seal removable joints with closed-cell foam gasket. Provide cap strips over roof flanges. Provide rain caps and gaskets on access doors.

#### **2.04 FANS**

- A. Type: Air foil, single width, single inlet, centrifugal or plug type fan.
- B. Performance Ratings: Determined in accordance with AMCA 210 and labeled with AMCA Certified Rating Seal.
- C. Sound Ratings: AMCA 301; tested to AMCA 300 and label with AMCA Certified Sound Rating Seal.
- D. Bearings: Self-aligning, grease lubricated, ball or roller bearings with lubrication fittings extended to exterior of casing with plastic tube and grease fitting rigidly attached to casing.
- E. Mounting: Locate fan and motor internally on welded steel base coated with corrosion resistant paint. Factory mount motor on slide rails. Provide access to motor, drive, and bearings through removable casing panels or hinged access doors. Mount base on vibration isolators.
- F. Flexible Duct Connections: For separating fan and coil, and adjacent sections; refer to Section 15820.

#### **2.05 BEARINGS AND DRIVES**

- A. Bearings: Heavy duty pillow block type, self-aligning, grease-lubricated ball bearings, with ABMA 9 L-10 life at 50,000 hours.
- B. Shafts: Solid, cold rolled steel, ground and polished, with key-way, and protectively coated with lubricating oil.
- C. V-Belt Drive: Cast iron or steel sheaves, dynamically balanced, bored to fit shafts, and keyed. Variable and adjustable pitch sheaves for motors 15 hp and under selected so required rpm is obtained with sheaves set at mid-position; fixed sheave for 20 hp and over, matched belts, and drive rated as recommended by manufacturer or minimum 1.5 times nameplate rating of the motor.
- D. Belt Guard: Fabricate to SMACNA HVAC Duct Construction Standards - Metal and Flexible; 0.106 inch thick, 3/4 inch diamond mesh wire screen welded to steel angle frame or equivalent, prime coated. Secure to fan or fan supports without short circuiting vibration isolation, with provision for adjustment of belt tension, lubrication, and use of tachometer with guard in place.

#### **2.06 COILS**

- A. Casing: Provide access to both sides of coils. Enclose coils with headers and return bends fully contained within casing. Slide coils into casing through removable end panel with blank off sheets and sealing collars at connection penetrations.
- B. Drain Pans: 24 inch downstream of coil and down spouts for cooling coil banks more than one coil high.
- C. Eliminators: Three break of galvanized steel, mounted over drain pan.
- D. Fabrication:

1. Tubes: 5/8 inch OD seamless copper expanded into fins, brazed joints.
  2. Fins: Aluminum.
  3. Casing: Die formed channel frame of galvanized steel.
- E. Water Cooling Coils:
1. Headers: Cast iron, seamless copper tube, or prime coated steel pipe with brazed joints.
  2. Configuration: Drainable, with threaded plugs for drain and vent; threaded plugs in return bends and in headers opposite each tube.

## **2.07 FILTERS**

- A. Filter Box: Section with filter guides, access doors from both sides, for side loading with gaskets and blank-off plates.
- B. Filter Media: UL 900 listed, Class I or Class II, approved by local authorities.
- C. Flat: 2 inches deep disposable panel filters. Refer to Section 15860.
- D. Extended Surface: Filter box with holding frames and blank-off sheets, extended surface retained media filters with 30 percent dust spot efficiency. Refer to Section 15860.
- E. Filter Gauges:
1. 3-1/2 inch diameter diaphragm actuated dial in metal case with static pressure tips.

## **2.08 VARIABLE FREQUENCY DRIVE**

- A. Provide a factory mounted variable frequency drive for RTU-1.
- B. Drive shall be installed inside the rooftop unit in a dedicated enclosure. Enclosure shall be of weather tight construction.
- C. Drive shall be ventilated by rooftop unit conditioned air.

## **2.09 DAMPERS**

- A. Mixing Boxes: Section with factory mounted outside and return air dampers of galvanized steel with vinyl bulb edging and edge seals in galvanized frame, with galvanized steel axles in self-lubricating nylon bearings, in parallel blade arrangement.
- B. Damper Leakage: Maximum 2 percent at 4 inch wg differential pressure when sized for 2000 fpm face velocity.

## **2.10 DOUBLE WALL PANELS**

- A. Furnish and install pre-fabricated panel housing as shown on plans. Panels shall exhibit all specified acoustical, thermal and structural characteristics.
- B. Modular panels shall be double-wall 4" thick, acoustically insulated, and pre-fabricated. Modular panels shall be of interlocking tongue and groove design.
- C. Panel's exterior skin shall be minimum 18 gauge solid G-90 galvanized steel.
- D. Interior skin shall be minimum 22 gauge perforated G-90 galvanized steel. Perforations shall be 3/32-inch-diameter round holes on 3/16-inch staggered centers and shall result in a 23% maximum open area.
- E. Modular panel shall be fully framed with 18 gauge galvanized steel channel welded to both exterior and interior skin. Furthermore, the box frame shall be welded from side rail to end



cap including corners for added stiffness. Panel shall have internal stiffeners welded to exterior skin and structurally attached to interior skin.

- F. Panels shall be packed to minimum 5% compression with high density acoustical-thermal insulating material. Panel joints shall be insulated throughout without voids. Accessory angles and channels shall be minimum 16 gauge galvanized steel.

G.

### **PART 3 EXECUTION**

#### **3.01 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.
- B. Bolt sections together with gaskets.
- C. Install flexible duct connections between fan inlet and discharge ductwork and air handling unit sections. Ensure that metal bands of connectors are parallel with minimum one inch flex between ductwork and fan while running.
- D. Provide fixed sheaves required for final air balance.
- E. Make connections to coils with unions or flanges.
- F. Hydronic Coils:
  - 1. Hydronic Coils: Connect water supply to leaving air side of coil (counterflow arrangement).
  - 2. Provide shut-off valve on supply line and lockshield balancing valve with memory stop on return line.
  - 3. Locate water supply at bottom of supply header and return water connection at top.
  - 4. Provide manual air vents at high points complete with stop valve.
  - 5. Ensure water coils are drainable and provide drain connection at low points.

#### **3.02 DOUBLE WALL PANELS**

- A. Acoustical panel housing manufacturer shall furnish complete erection drawings and installation instructions, including a bill of materials. Each piece shall be marked to match the location shown on the drawings. All openings or panel penetrations greater than 6" (diameter or length and width) shall be cut and framed at factory. Openings and penetrations less than 6" shall be located and cut by the installer.
- B. Panels shall be attached to existing air handler panel system in accordance with manufacturer's requirements. Provide a complete air tight seal between existing air handler panels and new panels.

**END OF SECTION**

**SECTION 15771 - RADIANT-HEATING ELECTRIC CABLES**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Heating cable.
- B. Temperature controllers for heating cable and mat.

**1.02 PERFORMANCE REQUIREMENTS**

- A. Pipe Trace Heating

**1.03 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide data for heating cable and control components.
- C. Shop Drawings: Indicate heating cable layout, locations of terminations, thermostats, and branch circuit connections.
- D. Manufacturer's Installation Instructions: Indicate installation instructions.
- E. Project Record Documents: Accurately record actual locations of heating cable and branch circuit connections.
- F. Operation Data: Include description of operating controls.
- G. Maintenance Data: Include repair methods and parts list of components.
- H. Operation and Maintenance Manuals: Include in manuals the information listed below. For information on how to prepare and submit manuals see section 1780 (Closeout Submittals).
  - 1. Spare parts lists
  - 2. Operating instructions
  - 3. Maintenance instructions, including preventative and corrective maintenance.
  - 4. Copies of warranties
  - 5. Wiring diagrams
  - 6. Shop drawings and product data

**PART 2 PRODUCTS**

**2.01 MANUFACTURERS**

- A. Chromalox, Inc.: [www.chromalox.com](http://www.chromalox.com).
- B. Easyheat: [www.easyheat.com](http://www.easyheat.com).
- C. Thermon Manufacturing Company: [www.thermon.com](http://www.thermon.com).
- D. Substitutions: See Section 01600 - Product Requirements.

**2.02 HEATING CABLE**

- A. Heating Cable: Self-limiting, parallel resistance heating cable.
- B. Reuse existing electrical circuit. Field verify voltage and capacity prior to ordering heat tracing cable.

- A. Thermostats:
  - 1. Adjustable ambient temperature thermostat

### **PART 3 EXECUTION**

#### **3.01 EXAMINATION**

- A. Verify field measurements are as shown on shop drawings.
- B. Verify that required utilities are available, in proper location, and ready for use.
- C. Beginning of installation means installer accepts conditions.

#### **3.02 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.
- B. Avoid pinching and making sharp bends in cable.
- C. Prevent damage by sharp rocks, metal, or other objects during installation.
- D. Do not install heating cable across expansion or construction joints.

#### **3.03 FIELD QUALITY CONTROL**

- A. Test continuity of heating cable.
- B. Perform tests on completed cable installation. For cables embedded in concrete, perform tests immediately before and after concrete placement.
- C. Measure voltage and current at each unit.
- D. Submit written test report showing values measured on each test for each cable.

#### **3.04 CLOSEOUT ACTIVITIES**

- A. Demonstrate operation of heating cable controls.

**END OF SECTION**

**SECTION 15810 - DUCTS**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Metal ductwork.

**1.02 RELATED REQUIREMENTS**

- A. Section 15820 - Duct Accessories.
- B. Section 15950 - Testing, Adjusting, and Balancing.

**1.03 REFERENCE STANDARDS**

- A. ASHRAE (FUND) - ASHRAE Handbook - Fundamentals; 2005.
- B. ASTM A 653/A 653M - Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process; 2007.
- C. ASTM E 84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2008.
- D. NFPA 90A - Standard for the Installation of Air-Conditioning and Ventilating Systems; National Fire Protection Association; 2009.
- E. SMACNA (LEAK) - HVAC Air Duct Leakage Test Manual; Sheet Metal and Air Conditioning Contractors' National Association; 1985, First Edition.
- F. SMACNA (DCS) - HVAC Duct Construction Standards - Metal and Flexible; Sheet Metal and Air Conditioning Contractors' National Association; 2005.

**1.04 PERFORMANCE REQUIREMENTS**

- A. No variation of duct configuration or sizes permitted except by written permission. Size round ducts installed in place of rectangular ducts in accordance with ASHRAE table of equivalent rectangular and round ducts.

**1.05 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide data for duct materials.
- C. Shop Drawings: Indicate duct fittings, particulars such as gages, sizes, welds, and configuration prior to start of work for 2 inch pressure class and higher systems.
- D. Test Reports: Indicate pressure tests performed. Include date, section tested, test pressure, and leakage rate, following SMACNA (LEAK) - HVAC Air Duct Leakage Test Manual.
- E. Project Record Documents: Record actual locations of ducts and duct fittings. Record changes in fitting location and type. Show additional fittings used.
- F. Operation and Maintenance Manuals: Include in manuals the information listed below. For information on how to prepare and submit manuals see section 1780 (Closeout Submittals).
  - 1. Shop drawings and product data

**1.06 REGULATORY REQUIREMENTS**

- A. Construct ductwork to NFPA 90A standards.

#### 1.07 FIELD CONDITIONS

- A. Do not install duct sealants when temperatures are less than those recommended by sealant manufacturers.
- B. Maintain temperatures within acceptable range during and after installation of duct sealants.

### PART 2 PRODUCTS

#### 2.01 DUCT ASSEMBLIES

#### 2.02 MATERIALS

- A. Galvanized Steel for Ducts: Galvanized steel sheet, ASTM A 653/A 653M FS Type B, with G90/Z275 coating.
- B. Joint Sealers and Sealants: Non-hardening, water resistant, mildew and mold resistant.
  - 1. Type: Heavy mastic or liquid used alone or with tape, suitable for joint configuration and compatible with substrates, and recommended by manufacturer for pressure class of ducts.
  - 2. Surface Burning Characteristics: Flame spread of zero, smoke developed of zero, when tested in accordance with ASTM E84.

#### 2.03 DUCTWORK FABRICATION

- A. Fabricate and support in accordance with SMACNA HVAC Duct Construction Standards - Metal and Flexible, and as indicated.
- B. Provide duct material, gages, reinforcing, and sealing for operating pressures indicated.
- C. Construct T's, bends, and elbows with radius of not less than 1-1/2 times width of duct on centerline. Where not possible and where rectangular elbows must be used, provide air foil turning vanes of perforated metal with glass fiber insulation.
- D. T's, bends, and elbows: Construct according to SMACNA (DCS).
- E. Increase duct sizes gradually, not exceeding 15 degrees divergence wherever possible; maximum 30 degrees divergence upstream of equipment and 45 degrees convergence downstream.
- F. Fabricate continuously welded round and oval duct fittings in accordance with SMACNA HVAC Duct Construction Standards - Metal and Flexible.
- G. Provide standard 45 degree lateral wye takeoffs unless otherwise indicated where 90 degree conical tee connections may be used.
- H. Clean shop fabricated ductwork of debris, oil and grease. Cover ends of ductwork with temporary closure material and tape. Protect ductwork from entry of dust and debris during shop storage, shipment and temporary storage at the job site.
- I. Wipe the inside of all ductwork to remove the debris, oil, grease, etc. Once ductwork is clean, cover with plastic or metal temporary closure material. Seal tight so that no water, moisture or debris can enter the ductwork. Protect ductwork from entry of dust and debris during shop storage, shipment and temporary storage at the job site.

### PART 3 EXECUTION

**3.01 INSTALLATION**

- A. Install, support, and seal ducts in accordance with SMACNA HVAC Duct Construction Standards - Metal and Flexible.
- B. Install in accordance with manufacturer's instructions.
- C. During construction provide temporary closures of metal or taped polyethylene on open ductwork to prevent construction dust from entering ductwork system.
- D. Duct sizes indicated are inside clear dimensions. For lined ducts, maintain sizes inside lining.
- E. Provide openings in ductwork where required to accommodate thermometers and controllers. Provide pilot tube openings where required for testing of systems, complete with metal cap with spring device or screw to ensure against air leakage. Where openings are provided in insulated ductwork, install insulation material inside a metal ring.
- F. Locate ducts with sufficient space around equipment to allow normal operating and maintenance activities.
- G. Use double nuts and lock washers on threaded rod supports.
- H. Leave temporary closures in place until ready for installation. At no time during the installation of the ductwork shall there be any openings that are not protected by temporary closures except for the section that is being installed at that time.
- I. Provide temporary closures on the face of all grilles, registers and diffusers.
- J. Seal all joints with sealant.

**3.02 CLEANING**

- A. Clean duct system and force air at high velocity through duct to remove accumulated dust. To obtain sufficient air, clean half the system at a time. Protect equipment that could be harmed by excessive dirt with temporary filters, or bypass during cleaning.

**3.03 SCHEDULES**

- A. Ductwork Material:
  - 1. Supply: Steel.
  - 2. Return: Steel.
- B. Ductwork Pressure Class:
  - 1. Supply: 6 inch
  - 2. Return and Relief: 4 inch.
- C. Ductwork Seal Class:
  - 1. Supply: Class A.
  - 2. Return: Class A.

**END OF SECTION**

**SECTION 15820 - DUCT ACCESSORIES**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Duct test holes.
- B. Flexible duct connections.

**1.02 RELATED REQUIREMENTS**

- A. Section 15073 - Vibration and Seismic Controls for HVAC Piping and Equipment.
- B. Section 15810 - Ducts.

**1.03 REFERENCE STANDARDS**

- A. NFPA 90A - Standard for the Installation of Air-Conditioning and Ventilating Systems; National Fire Protection Association; 2009.
- B. SMACNA (DCS) - HVAC Duct Construction Standards - Metal and Flexible; Sheet Metal and Air Conditioning Contractors' National Association; 2005.
- C. UL 555 - Standard for Fire Dampers; Underwriters Laboratories Inc.; 2006.
- D. UL 555S - Standard for Leakage Rated Dampers for Use in Smoke Control Systems; Underwriters Laboratories Inc.; 1999.

**1.04 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide for shop fabricated assemblies including volume control dampers. Include electrical characteristics and connection requirements.
- C. Shop Drawings: Indicate for shop fabricated assemblies including volume control dampers.
- D. Operation and Maintenance Manuals: Include in manuals the information listed below. For information on how to prepare and submit manuals see section 1780 (Closeout Submittals).
  - 1. Spare parts lists
  - 2. Operating instructions
  - 3. Maintenance instructions, including preventative and corrective maintenance.
  - 4. Copies of warranties
  - 5. Wiring diagrams
  - 6. Shop drawings and product data

**1.05 PROJECT RECORD DOCUMENTS**

- A. Record actual locations of access doors and test holes.

**1.06 QUALITY ASSURANCE**

- A. Products Requiring Electrical Connection: Listed and classified by Underwriters Laboratories Inc. as suitable for the purpose specified and indicated.

**PART 2 PRODUCTS**

**2.01 DUCT TEST HOLES**

- A. Temporary Test Holes: Cut or drill in ducts as required. Cap with neat patches, neoprene plugs, threaded plugs, or threaded or twist-on metal caps.

## **2.02 FLEXIBLE DUCT CONNECTIONS**

- A. Fabricate in accordance with SMACNA HVAC Duct Construction Standards - Metal and Flexible, and as indicated.
- B. Flexible Duct Connections: Fabric crimped into metal edging strip.
  - 1. Fabric: UL listed fire-retardant neoprene coated woven glass fiber fabric to NFPA 90A, minimum density 30 oz per sq yd.
    - a. Net Fabric Width: Approximately 2 inches wide.

## **PART 3 EXECUTION**

### **3.01 INSTALLATION**

- A. Install accessories in accordance with manufacturer's instructions, NFPA 90A, and follow SMACNA HVAC Duct Construction Standards - Metal and Flexible. Refer to Section 15810 for duct construction and pressure class.
- B. Provide duct test holes where indicated and required for testing and balancing purposes.
- C. At equipment supported by vibration isolators, provide flexible duct connections immediately adjacent to the equipment.

**END OF SECTION**



**SECTION 15860 - AIR CLEANING DEVICES**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Disposable panel filters.

**1.02 REFERENCE STANDARDS**

- A. ASHRAE Std 52.1 - Gravimetric and Dust-Spot Procedures for Testing Air Cleaning Devices Used in General Ventilation for Removing Particulate Matter; American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.; 1992.
- B. UL 900 - Standard for Air Filter Units; Underwriters Laboratories Inc.; 2004.

**1.03 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide data on filter media, filter performance data, filter assembly and filter frames, dimensions, motor locations and electrical characteristics and connection requirements.
- C. Shop Drawings: Indicate filter assembly and filter frames, dimensions, motor locations, and electrical characteristics and connection requirements.
- D. Manufacturer's Installation Instructions: Indicate assembly and change-out procedures.
- E. Operation and Maintenance Data: Include instructions for operation, changing, and periodic cleaning.
- F. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
  - 1. See Section 01600 - Product Requirements, for additional provisions.
  - 2. Extra Filters: Two sets of each type and size.
- G. Operation and Maintenance Manuals: Include in manuals the information listed below. For information on how to prepare and submit manuals see section 1780 (Closeout Submittals).
  - 1. Spare parts lists
  - 2. Shop drawings and product data

**1.04 EXTRA MATERIALS**

- A. See Section 01600 - Product Requirements, for additional provisions.
- B. Provide two sets of disposable panel filters.

**PART 2 PRODUCTS**

**2.01 FILTER MANUFACTURERS**

- A. American Filtration Inc: [www.americanfiltration.com](http://www.americanfiltration.com).
- B. AAF International/American Air Filter: [www.aafintl.com](http://www.aafintl.com).
- C. Camfil Farr Company: [www.camfilfarr.com](http://www.camfilfarr.com).

**2.02 DISPOSABLE PANEL FILTERS**

- A. Media: UL 900 Class 2, fiber blanket, factory sprayed with flameproof, non-drip,

non-volatile adhesive.

- B. Performance Rating:
  - 1. Face Velocity: 500 FPM.
  - 2. Initial Resistance: 0.15 inch WG.
  - 3. Recommended Final Resistance: 0.50 inches WG.
- C. Casing: Cardboard frame.
- D. Minimum Efficiency Reporting Value (MERV): 8, when tested in accordance with ASHRAE 52.2.

### **PART 3 EXECUTION**

#### **3.01 INSTALLATION**

- A. Install air cleaning devices in accordance with manufacturer's instructions.
- B. Prevent passage of unfiltered air around filters with felt, rubber, or neoprene gaskets.
- C. Do not operate fan system until filters (temporary or permanent) are in place. Replace temporary filters used during construction and testing, with clean set.

**END OF SECTION**

**SECTION 15926 - DIGITAL CONTROLS**

**PART 1 GENERAL**

**RELATED DOCUMENTS**

2.01 All work of this Division shall be coordinated and provided by the single Central Control and Monitoring System (CCMS) Contractor.

- A. The work of this Division shall be scheduled, coordinated, and interfaced with the associated work of other trades. Reference the Division 15 Sections for details.
- B. The work of this Division shall be as required by the Specifications, Point Schedules and Drawings.

2.02 Scope

- A. This section includes the controls, instrumentation and associated piping and wiring required to make the mechanical systems provided under Division 15 perform as described in these specifications and as shown. Provide a complete system of automatic temperature control of the direct digital type. The system shall be complete in all respects including all labor, materials, equipment, and service necessary, and shall be installed by personnel in the direct employ of the manufacturer. Provide a distributed process network control system complete with all necessary hardware and software including all programming.
- B. Provide a complete and operational Central Control and Monitoring System (CCMS) including all devices and software necessary to perform the functions herein described or indicated on the drawings.
- C. The CMMS shall be a Web based system communicating over the building owners Local Area Network (LAN). Contractor shall be responsible for coordination with the owner's IT staff to ensure that the CMMS will perform in the owner's environment without disruption to any of the other activities taking place on that LAN. TCP/IP connections and addresses shall be provided by the owner for connection of supervisory panels to the USCA network..
- D. The primary focus of the Central Control and Monitoring System (CCMS) will be to monitor and control the new HVAC system components, air handling units, fans, heat exchangers, coils, valves, pumps, variable speed drives, trending, graphic functions, etc. The system shall be expandable to serve future equipment, systems, and auxiliary field devices.
- E. CCMS contractor shall provide all DDC panels, power supplies, wiring, conduit, solenoid valves, relays, differential pressure transmitters, differential pressure switches, RTDS, pressure sensors, etc. necessary for a complete and operable automatic control system and DDC field panels and connecting LAN.
- F. The systems engineering phase shall include the selection and integration of components into a complete system which will meet the performance and prescriptive requirements of the Contract, together with drawings, specifications, descriptions of operation, diagrams including system architecture and other materials listed under "Submittals" paragraph of this Section. The successful contractor shall be responsible for all systems engineering.

2.03 Quality Assurance

- A. Quality assurance for automatic control systems includes a multi-step program consisting of

a pre-qualification procedure for manufacturer and installation specialist; a system engineering, products and shop drawing phase; installation; testing and adjusting; reporting; commissioning testing and verifications; operating instruction and training; and the submission of maintenance and operating manuals.

**B. CMMS Contractor**

1. The Central Control and Monitoring System (CMMS) herein specified shall be fully integrated and installed as a complete package by the Central Control and Monitoring System contractor. The System shall include all wiring, piping, installation supervision, calibration, adjustments, and checkout necessary for a complete and fully operational system.
2. The CMMS Contractor shall be a factory owned branch office that is regularly engaged in the engineering, programming, installation and service of CMMSs of similar size and complexity. Bids by wholesalers, mechanical contractors, franchised dealers, applied partners or any other firm whose principal business is not that of manufacturing and installing automatic temperature control systems shall not be acceptable.
3. The CMMS Contractor shall have a minimum of ten years experience with the complete, turnkey installation of CMMSs of similar size and technical complexity.
4. The CMMS shall be complete in all respects and shall be provided, installed and commissioned by the CMMS equipment manufacturer. Equipment manufacturer shall be responsible for and warrant the proper installation and operation of the CMMS and control system equipment.
5. The following CMMS contractors are approved to provide and install the CMMS for this project subject to their ability to meet all requirements of this specification:
  - a. Johnson Controls
6. Bid approval does not imply nor suggest compliance of specification requirements.

**C. CMMS Products Manufacturer:**

1. The CMMS architecture shall consist of the products of a manufacturer regularly engaged in the production of CMMSs, and shall be the manufacturer's latest standard of design. Controllers and DDC (Direct Digital Control) system components shall be current production products.
2. All other equipment shall be the products of the CMMS manufacturers or of an approved manufacturer regularly engaged in production of specialized CMMS materials or equipment.
3. Following is a list of acceptable CMMS products manufacturers:
  - a. Johnson Controls
4. Bid approval does not imply nor suggest compliance of specification requirements.

**2.04 Work Included and Interface Requirements**

**A. Installation of Central Control and Monitoring System (CMMS)**

1. The CMMS contractor shall provide all necessary hardware and software to integrate the new control system with USC SOM campus. Integration means the ability to monitor, override, change setpoints, and provide real-time bi-directional dynamic data exchange between the new control system.
2. The new building control system will be connected to, and communicate over the USC SOM campus Ethernet LAN
3. All new control points, monitoring points and software points shall be available for monitoring and adjustment at any computer, with current copy of Microsoft Internet Explorer software (Release 6.0 or later), that is connected to the USC SOM LAN.

4. All new building software and databases shall be archived on the hard drive at the USC SOM CMMS server. In the event that any building controller should lose its program that controller's archived software program shall be downloaded across the CMMS network from the CMMS server to the respective building controller.
5. The new building control system shall be compatible in every respect with existing Metasys CMMS hardware and software. All new controllers shall be compatible with Metasys database and Metasys software development tools.

## **2.05 Submittals**

- A. Shop Drawings, Product Data, and Samples
  1. Submittals shall be in defined packages. Each package shall be complete and shall only reference itself and previously submitted packages. The packages shall be as approved by the Architect and Engineer for Contract compliance.
  2. Prepare an index of all submittals and shop drawings for the installation. Index shall include a shop drawing identification number, Contract Documents reference and item description.
  3. The CCMS Contractor shall correct any errors or omissions noted in the first review.
  4. At a minimum, submit the following:
    - a. CCMS network architecture diagrams including all nodes and interconnections.
    - b. Systems schematics, sequences and flow diagrams.
    - c. Points schedule for each point in the CCMS, including: Point Type, Object Name, Expanded ID, Display Units, Controller type, and Address.
    - d. Samples of Graphic Display screen types and associated menus.
    - e. Detailed Bill of Material list for each system or application, identifying quantities, part numbers, descriptions, and optional features.
    - f. Control Damper Schedule including a separate line for each damper provided under this section and a column for each of the damper attributes, including: Code Number, Fail Position, Damper Type, Damper Operator, Duct Size, Damper Size, Mounting, and Actuator Type.
    - g. Control Valve Schedules including a separate line for each valve provided under this section and a column for each of the valve attributes: Code Number, Configuration, Fail Position, Pipe Size, Valve Size, Body Configuration, Close off Pressure, Capacity, Valve CV, Design Pressure, and Actuator Type.
    - h. Details of all CCMS interfaces and connections to the work of other trades.
- B. Product data sheets or marked catalog pages including part number, photo and description for all products including software.

## **2.06 Record Documentation**

- A. Operation and Maintenance Manuals
  1. Three (3) copies of the Operation and Maintenance Manuals shall be provided to the Owner's Representative upon completion of the project. The entire Operation and Maintenance Manual shall be furnished on Compact Disc media, and include the following for the CCMS provided:
    - a. Table of contents.
    - b. As-built system record drawings. Computer Aided Drawings (CAD) record drawings shall represent the as-built condition of the system and incorporate all information supplied with the approved submittal.
    - c. Manufacturers product data sheets or catalog pages for all products including

- software.
- d. System Operator's manuals.
- e. Archive copy of all site-specific databases and sequences.
- f. CCMS network diagrams.
- g. Interfaces to all third-party products and work by other trades.
- 2. The Operation and Maintenance Manual CD shall be self-contained, and include all necessary software required to access the product data sheets. A logically organized table of contents shall provide dynamic links to view and print all product data sheets. Viewer software shall provide the ability to display, zoom, and search all documents.

## **2.07 Warranty**

- A. Standard Material and Labor Warranty:
  - 1. Provide a one-year labor and material warranty on the CCMS.
  - 2. If within twelve (12) months from the date of acceptance of product, upon written notice from the owner, it is found to be defective in operation, workmanship or materials, it shall be replaced, repaired or adjusted at the option of the CCMS Contractor at the cost of the CCMS Contractor.
  - 3. Maintain an adequate supply of materials within 100 miles of the Project site such that replacement of key parts and labor support, including programming. Warranty work shall be done during CCMS Contractor's normal business hours.

## **PART 2 PRODUCTS**

### **3.01 Large General Description**

- A. The Building Management System (CCMS) shall use an open architecture. The system shall be designed for use on the Internet, or intranets using off the shelf, industry standard technology compatible with other owner provided networks.
- B. The Building Management System shall consist of the following:
  - 1. Standalone Network Automation Engine(s)
  - 2. Field Equipment Controller(s)
  - 3. Input/Output Module(s)
  - 4. Local Display Device(s)
  - 5. Distributed User Interface(s)
  - 6. Network processing, data storage and communications equipment
  - 7. Other components required for a complete and working CCMS
- C. The system shall be modular in nature, and shall permit expansion of both capacity and functionality through the addition of sensors, actuators, controllers and operator devices, while re-using existing controls equipment.
- D. System architectural design shall eliminate dependence upon any single device for alarm reporting and control execution. The failure of any single component or network connection shall not interrupt the execution of control strategies at other operational devices.

### **3.02 CCMS Architecture**

- A. Automation Network
  - 1. The CCMS shall network multiple user interface clients, automation engines, system controllers and application-specific controllers. Provide application and data server(s) as required for systems operation.

2. The automation network shall be capable of operating at a communication speed of 100 Mbps, with full peer-to-peer network communication.
  3. Network Automation Engines (NAE) shall reside on the automation network.
  4. The automation network will be compatible with other campus-wide networks. Where indicated, the automation network shall be connected to the campus network and share resources with it by way of standard networking devices and practices.
- B. Control Network
1. Network Automation Engines shall provide supervisory control over the control network.
  2. Control networks shall provide either "Peer-to-Peer," Master-Slave, or Supervised Token Passing communications, and shall operate at a minimum communication speed of 9600 baud.
  3. DDC Controllers shall reside on the control network.
- C. Distributed Web Based User Interface
1. All features and functions of the dedicated user interface previously defined in this document shall be available on any computer connected directly or via a wide area or virtual private network (WAN/VPN) to the automation network and conforming to the following specifications.
  2. Alarms
    - a. Alarms shall be routed directly from Network Automation Engines to PCs and servers. It shall be possible for specific alarms from specific points to be routed to specific PCs and servers. The alarm management portion of the user interface shall, at the minimum, provide the following functions:
      - 1) Log date and time of alarm occurrence.
      - 2) Generate a "Pop-Up" window, with audible alarm, informing a user that an alarm has been received.
      - 3) Allow a user, with the appropriate security level, to acknowledge, temporarily silence, or discard an alarm.
      - 4) Provide an audit trail on hard drive for alarms by recording user acknowledgment, deletion, or disabling of an alarm. The audit trail shall include the name of the user, the alarm, the action taken on the alarm, and a time/date stamp.
      - 5) Provide the capability to direct alarms to an e-mail address or alphanumeric pager. This must be provided in addition to the pop up window described above. Systems that use e-mail and pagers as the exclusive means of annunciating alarms are not acceptable.
      - 6) Any attribute of any object in the system may be designated to report an alarm.
      - 7) The FMS shall annunciate diagnostic alarms indicating system failures and non-normal operating conditions
  3. Reports and Summaries
    - a. Reports and Summaries shall be generated and directed to the user interface displays, with subsequent assignment to printers, or disk. As a minimum, the system shall provide the following reports:
      - 1) All points in the CCMS
      - 2) All points in each CCMS application
      - 3) All points in a specific controller
      - 4) All points in a user-defined group of points

- 5) All points currently in alarm
  - 6) All points locked out
  - 7) All CCMS schedules
  - 8) All user defined and adjustable variables, schedules, interlocks and the like.
  - 9) Summaries and Reports shall be accessible via standard UI functions and not dependent upon custom programming or user defined HTML pages.
  - 10) Selection of a single menu item, tool bar item, or tool bar button shall print any displayed report or summary on the system printer for use as a building management and diagnostics tool.
  - 11) The system shall allow for the creation of custom reports and queries via a standard web services XML interface and commercial off-the-shelf software such as Microsoft Access, Microsoft Excel, or Crystal Reports.
4. Schedules
    - a. A graphical display for time-of-day scheduling and override scheduling of building operations shall be provided. At a minimum, the following functions shall be provided:
      - 1) Weekly schedules
      - 2) Exception Schedules
      - 3) Monthly calendars.
      - 4) Weekly schedules shall be provided for each group of equipment with a specific time use schedule.
      - 5) It shall be possible to define one or more exception schedules for each schedule including references to calendars
5. Password
    - a. Multiple-level password access protection shall be provided to allow the user/manager to user interface control, display, and database manipulation capabilities deemed appropriate for each user, based on an assigned password.
    - b. A minimum of five levels of access shall be supported individually or in any combination as follows:
      - 1) Level 1 = View Data
      - 2) Level 2 = Command
      - 3) Level 3 = Operator Overrides
      - 4) Level 4 = Database Modification
      - 5) Level 5 = Database Configuration
      - 6) Level 6 = All privileges, including Password Add/Modify
      - 7) Operators shall be able to perform only those commands available for their respective passwords. Display of menu selections shall be limited to only those items defined for the access level of the password used to log-on.
6. Dynamic Color Graphics
    - a. The graphics application program shall be supplied as an integral part of the User Interface. Browser or Workstation applications that rely only upon HTML pages shall not be acceptable.
    - b. The graphics applications shall include a create/edit function and a runtime function. The system architecture shall support an unlimited number of graphics documents (graphic definition files) to be generated and executed.
      - 1) The graphics shall be able to display and provide animation based on real-time data that is acquired, derived, or entered.
7. Historical trending and data collection
    - a. Each Automation Engine shall store trend and point history data for all analog and



digital inputs and outputs, as follows:

- 1) Any point, physical or calculated, may be designated for trending. Three methods of collection shall be allowed:
    - (a) Defined time interval
    - (b) Upon a change of value
      - (1) Each Automation Engine shall have the capability to store multiple samples for each physical point and software variable based upon available memory, including an individual sample time/date stamp. Points may be assigned to multiple history trends with different collection parameters.
  - 2) The system shall provide a configurable data storage subsystem for the collection of historical data. Data can be stored in either Microsoft Access or SQL database format.
8. Trend data viewing and analysis
- a. Provide a trend viewing utility that shall have access to all database points.
  - b. It shall be possible to retrieve any historical database point for use in displays and reports by specifying the point name and associated trend name.
  - c. The trend viewing utility shall have the capability to define trend study displays to include multiple trends
  - d. Displays shall be able to be single or stacked graphs with on-line selectable display characteristics, such as ranging, color, and plot style.
  - e. Display magnitude and units shall both be selectable by the operator at any time without reconfiguring the processing or collection of data. This is a zoom capability.
  - f. Display magnitude shall automatically be scaled to show full graphic resolution of the data being displayed.
  - g. Trend studies shall be capable of calculating and displaying calculated variables including highest value, lowest value and time based accumulation.

### 3.03 Network Automation Engines (NAE)

- A. Network Automation Engine (NAE)
1. The Network Automation Engine (NAE) shall be a fully user-programmable, supervisory controller. The NAE shall monitor the network of distributed application-specific controllers, provide global strategy and direction, and communicate on a peer-to-peer basis with other Network Automation Engines.
  2. Automation network - The NAE shall reside on the automation network and shall support a subnet of system controllers.
  3. Processor - The NAE shall be microprocessor-based with a minimum word size of 32 bits. The NAE shall be a multi-tasking, multi-user, and real-time digital control processor. Standard operating systems shall be employed. NAE size and capability shall be sufficient to fully meet the requirements of this Specification.
  4. Memory - Each NAE shall have sufficient memory to support its own operating system, databases, and control programs, and to provide supervisory control for all control level devices.
  5. Diagnostics - The NAE shall continuously perform self-diagnostics, communication diagnosis, and diagnosis of all panel components. The Network Automation Engine shall provide both local and remote annunciation of any detected component failures, low battery conditions, or repeated failures to establish communication.
  6. Power Failure - In the event of the loss of normal power, The NAE shall continue to

operate for a user adjustable period of up to 10 minutes after which there shall be an orderly shutdown of all programs to prevent the loss of database or operating system software.

- a. During a loss of normal power, the control sequences shall go to the normal system shutdown conditions. All critical configuration data shall be saved into Flash memory.
- b. Upon restoration of normal power and after a minimum off-time delay, the controller shall automatically resume full operation without manual intervention through a normal soft-start sequence.

### 3.04 DDC System Controllers

#### A. Field Equipment Controller (FEC)

1. The Field Equipment Controller (FEC) shall be a fully user-programmable, digital controller that communicates via BACnet MS/TP protocol.
2. Controllers shall be factory programmed with a continuous adaptive tuning algorithm that senses changes in the physical environment and continually adjusts loop tuning parameters appropriately. Controllers that require manual tuning of loops or perform automatic tuning on command only shall not be acceptable.
3. The FEC shall be assembled in a plenum-rated housing with flammability rated to UL94-5VB.
4. The FEC shall include a removable base to allow pre-wiring without the controller.
5. The FEC shall accommodate the direct wiring of analog and binary I/O field points.
6. The FEC shall support the following types of inputs and outputs:
  - a. Universal Inputs - shall be configured to monitor any of the following:
    - 1) Analog Input, Voltage Mode
    - 2) Analog Input, Current Mode
    - 3) Analog Input, Resistive Mode
    - 4) Binary Input, Dry Contact Maintained Mode
    - 5) Binary Input, Pulse Counter Mode
    - 6) Binary Inputs - shall be configured to monitor either of the following:
      - (a) Dry Contact Maintained Mode
      - (b) Pulse Counter Mode
    - 7) Analog Outputs - shall be configured to output either of the following:
      - (a) Analog Output, Voltage Mode
      - (b) Analog Output, current Mode
    - 8) Binary Outputs - shall output the following:
      - (a) 24 VAC Triac
    - 9) Configurable Outputs - shall be capable of the following:
      - (a) Analog Output, Voltage Mode
      - (b) Binary Output Mode
7. The FEC shall have the ability to reside on a Field Controller Bus (FC Bus).
  - a. The FC Bus shall be a Master-Slave/Token-Passing (MS/TP) Bus supporting BACnet Standard protocol SSPC-135, Clause 9.
  - b. The FC Bus shall support communications between the FECs and the NAE.
  - c. The FC Bus shall support a minimum of 100 IOMs and FEC in any combination.
  - d. The FC Bus shall operate at a maximum distance of 15,000 Ft. between the FEC and the furthest connected device.
  - e.
8. The FEC shall have the ability to monitor and control a network of sensors and

actuators over a Sensor-Actuator Bus (SA Bus).

- a. The SA Bus shall be a Master-Slave/Token-Passing (MS/TP) Bus supporting BACnet Standard protocol SSPC-135, Clause 9.
  - b. The SA Bus shall support a minimum of 10 devices per trunk.
  - c. The SA Bus shall operate at a maximum distance of 1,200 Ft. between the FEC and the furthest connected device.
9. The FEC shall support, but not be limited to, the following:
- a. Hot water, chilled water/central plant applications
  - b. Built-up air handling units for special applications
  - c. Terminal units
  - d. Special programs as required for systems control

### 3.05 Field Devices

#### A. Input/Output Module (IOM)

1. The Input/Output Module (IOM) provides additional inputs and outputs for use in the FEC.
2. The IOM shall communicate with the FEC over either the FC Bus or the SA Bus using BACnet Standard protocol SSPC-135, Clause 9.

#### B. Network Sensors (NS)

1. The Network Sensors (NS) shall have the ability to monitor the following variables as required by the systems sequence of operations:
  - a. Zone Temperature
  - b. Zone humidity
  - c. Zone setpoint
2. The NS shall transmit the zone information back to the controller on the Sensor-Actuator Bus (SA Bus) using BACnet Standard protocol SSPC-135, Clause 9.
3. The Network Sensors shall include the following items:
  - a. A backlit Liquid Crystal Display (LCD) to indicate the Temperature, Humidity and Setpoint.
  - b. An LED to indicate the status of the Override feature.
  - c. A button to toggle the temperature display between Fahrenheit and Celsius.
  - d. A button to initiate a timed override command
4. The NS shall be available with either screw terminals or phone jack.
5. The NS shall be available in either surface mount or wall mount styles.

### 3.06 Input Devices

#### A. General Requirements

1. Installation, testing, and calibration of all sensors, transmitters, and other input devices shall be provided to meet the system requirements.

#### B. Temperature Sensors

1. General Requirements:
  - a. Sensors and transmitters shall be provided, as outlined in the input/output summary and sequence of operations.
  - b. The temperature sensor shall be of the resistance type, and shall be either two-wire 1000 ohm nickel RTD, or two-wire 1000 ohm platinum RTD.
  - c. The following point types (and the accuracy of each) are required, and their associated accuracy values include errors associated with the sensor, lead wire,

and A to D conversion:

2. Thermo wells
    - a. When thermo wells are required, the sensor and well shall be supplied as a complete assembly, including wellhead and Greenfield fitting.
    - b. Thermo wells shall be pressure rated and constructed in accordance with the system working pressure.
    - c. Thermo wells and sensors shall be mounted in a threadolet or 1/2" NPT saddle and allow easy access to the sensor for repair or replacement.
    - d. Thermo wells shall be constructed of 316 stainless steel.
  3. Outside Air Sensors
    - a. Outside air sensors shall be designed to withstand the environmental conditions to which they will be exposed. They shall also be provided with a solar shield.
    - b. Sensors exposed to wind velocity pressures shall be shielded by a perforated plate that surrounds the sensor element.
    - c. Temperature transmitters shall be of NEMA 3R construction and rated for ambient temperatures.
  4. Duct Mount Sensors
    - a. Duct mount sensors shall mount in an electrical box through a hole in the duct, and be positioned so as to be easily accessible for repair or replacement.
    - b. Duct sensors shall be insertion type and constructed as a complete assembly, including lock nut and mounting plate.
    - c. For outdoor air duct applications, a weatherproof mounting box with weatherproof cover and gasket shall be used.
  5. Averaging Sensors
    - a. For ductwork greater in any dimension than 48 inches and/or where air temperature stratification exists, an averaging sensor with multiple sensing points shall be used.
    - b. For plenum applications, such as mixed air temperature measurements, a string of sensors mounted across the plenum shall be used to account for stratification and/or air turbulence. The averaging string shall have a minimum of 4 sensing points per 12-foot long segment.
    - c. Capillary supports at the sides of the duct shall be provided to support the sensing string.
  6. Acceptable Manufacturers: Johnson Controls, Setra.
- C. Humidity Sensors
1. The sensor shall be a solid-state type, relative humidity sensor of the Bulk Polymer Design. The sensor element shall resist service contamination.
  2. The humidity transmitter shall be equipped with non-interactive span and zero adjustments, a 2-wire isolated loop powered, 4-20 mA, 0-100% linear proportional output.
  3. The humidity transmitter shall meet the following overall accuracy, including lead loss and Analog to Digital conversion. 3% between 20% and 80% RH @ 77 Deg F unless specified elsewhere.
  4. Outside air relative humidity sensors shall be installed with a rain proof, perforated cover. The transmitter shall be installed in a NEMA 3R enclosure with sealite fittings and stainless steel bushings.
  5. A single point humidity calibrator shall be provided, if required, for field calibration. Transmitters shall be shipped factory pre-calibrated.
  6. Duct type sensing probes shall be constructed of 304 stainless steel, and shall be

equipped with a neoprene grommet, bushings, and a mounting bracket.

7. Acceptable Manufacturers: Johnson Controls, Veris Industries, and Mamac.

**D. Differential Pressure Transmitters**

1. General Air Transmitter Requirements:

- a. Pressure transmitters shall be constructed to withstand 100% pressure over-range without damage, and to hold calibrated accuracy when subject to a momentary 40% over-range input.
- b. Pressure transmitters shall transmit a 0 to 5 VDC, 0 to 10 VDC, or 4 to 20 mA output signal.
- c. Differential pressure transmitters used for flow measurement shall be sized to the flow sensing device, and shall be supplied with Tee fittings and shut-off valves in the high and low sensing pick-up lines to allow the balancing Contractor and Owner permanent, easy-to-use connection.
- d. A minimum of a NEMA 1 housing shall be provided for the transmitter. Transmitters shall be located in accessible local control panels wherever possible.

2. Low Differential Air Pressure Applications (0" to 5" w.c.)

- a. The differential pressure transmitter shall be of industrial quality and transmit a linear, 4 to 20 mA output in response to variation of differential pressure or air pressure sensing points.
- b. The differential pressure transmitter shall have non-interactive zero and span adjustments that are adjustable from the outside cover and meet the following performance specifications:
  - 1) (0.00 - 1.00" to 5.00") w.c. input differential pressure ranges. (Select range appropriate for system application.)
  - 2) 4-20 mA output.
  - 3) Maintain accuracy up to 20 to 1 ratio turndown.
  - 4) Reference Accuracy: +0.2% of full span.
  - 5) Acceptable Manufacturers: Johnson Controls and Setra.

3. Medium Differential Air Pressure Applications (5" to 21" w.c.)

- a. The pressure transmitter shall be similar to the Low Air Pressure Transmitter, except that the performance specifications are not as severe. Differential pressure transmitters shall be provided that meet the following performance requirements:
  - 1) Zero & span: (c/o F.S./Deg. F): .04% including linearity, hysteresis and repeatability.
  - 2) Accuracy: 1% F.S. (best straight line) Static Pressure Effect: 0.5% F.S. (to 100 PSIG.
  - 3) Thermal Effects: <+.033 F.S./Deg. F. over 40°F. to 100°F. (calibrated at 70°F.).
  - 4) Standalone pressure transmitters shall be mounted in a bypass valve assembly panel. The panel shall be constructed to NEMA 1 standards. The transmitter shall be installed in the panel with high and low connections piped and valved. Air bleed units, bypass valves, and compression fittings shall be provided.
  - 5) Acceptable manufacturers: Johnson Controls and Setra.

**E. Flow Monitoring**

1. Air Flow Monitoring

- a. Duct Air Flow Measuring Stations
  - 1) Each device shall be designed and built to comply with, and provide results in

accordance with, accepted practice as defined for system testing in the ASHRAE Handbook of fundamentals, as well as in the Industrial Ventilation Handbook.

- 2) Acceptable manufacturers: Ebtron.
- 3) Static Pressure Traverse Probe
  - (a) Duct static traverse probes shall be provided where required to monitor duct static pressure. The probe shall contain multiple static pressure sensors located along exterior surface of the cylindrical probe.
  - (b) Acceptable manufacturers: Cleveland Controls
- 4) Shielded Static Air Probe
  - (a) A shielded static pressure probe shall be provided at each end of the building. The probe shall have multiple sensing ports, an impulse suppression chamber, and airflow shielding. A suitable probe for indoor and outdoor locations shall be provided.

**F. Power Monitoring Devices**

**1. Current Measurement (Amps)**

- a. Current measurement shall be by a combination current transformer and a current transducer. The current transformer shall be sized to reduce the full amperage of the monitored circuit to a maximum 5 Amp signal, which will be converted to a 4-20 mA DDC compatible signal for use by the Facility Management System.
- b. Current Transformer - A split core current transformer shall be provided to monitor motor amps.
  - 1) Operating frequency - 50 - 400 Hz.
  - 2) Insulation - 0.6 Kv class 10Kv BIL.
  - 3) UL recognized.
  - 4) Five amp secondary.
  - 5) Select current ration as appropriate for application.
  - 6) Acceptable manufacturers: Veris Industries
  - 7) Current Transducer - A current to voltage or current to mA transducer shall be provided. The current transducer shall include:
    - (a) 6X input over amp rating for AC inrushes of up to 120 amps.
    - (b) Manufactured to UL 1244.
    - (c) Accuracy: +.5%, Ripple +1%.
    - (d) Minimum load resistance 30kOhm.
    - (e) Input 0-20 Amps.
    - (f) Output 4-20 mA.
    - (g) Transducer shall be powered by a 24VDC regulated power supply (24 VDC +5%).

**G. Smoke Detectors**

1. Ionization type air duct detectors shall be furnished as specified elsewhere in Division 16 for installation under Division 15. All wiring for air duct detectors shall be provided under Division 16, Fire Alarm System.

**H. Status and Safety Switches**

**1. General Requirements**

- a. Switches shall be provided to monitor equipment status, safety conditions, and generate alarms at the CCMS when a failure or abnormal condition occurs. Safety switches shall be provided with two sets of contacts and shall be interlock wired to

shut down respective equipment.

2. Current Sensing Switches
  - a. The current sensing switch shall be self-powered with solid-state circuitry and a dry contact output. It shall consist of a current transformer, a solid state current sensing circuit, adjustable trip point, solid state switch, SPDT relay, and an LED indicating the on or off status. A conductor of the load shall be passed through the window of the device. It shall accept over-current up to twice its trip point range.
  - b. Current sensing switches shall be used for run status for fans, pumps, and other miscellaneous motor loads.
  - c. Current sensing switches shall be calibrated to show a positive run status only when the motor is operating under load. A motor running with a broken belt or coupling shall indicate a negative run status.
3. Air Filter Status Switches
  - a. Differential pressure switches used to monitor air filter status shall be of the automatic reset type with SPDT contacts rated for 2 amps at 120VAC.
  - b. A complete installation kit shall be provided, including: static pressure tops, tubing, fittings, and air filters.
  - c. Provide appropriate scale range and differential adjustment for intended service.
4. Air Flow Switches
  - a. Differential pressure flow switches shall be bellows actuated mercury switches or snap acting micro-switches with appropriate scale range and differential adjustment for intended service.
5. Air Pressure Safety Switches
  - a. Air pressure safety switches shall be of the manual reset type with SPDT contacts rated for 2 amps at 120VAC.
  - b. Pressure range shall be adjustable with appropriate scale range and differential adjustment for intended service.
6. Low Temperature Limit Switches
  - a. The low temperature limit switch shall be of the manual reset type with Double Pole/Single Throw snap acting contacts rated for 16 amps at 120VAC.
  - b. The sensing element shall be a minimum of 15 feet in length and shall react to the coldest 18-inch section. Element shall be mounted horizontally across duct in accordance with manufacturers recommended installation procedures.
  - c. For large duct areas where the sensing element does not provide full coverage of the air stream, additional switches shall be provided as required to provide full protection of the air stream.

### 3.07 Output Devices

#### A. Actuators

1. General Requirements
  - a. Damper and valve actuators shall be electronic and/or pneumatic, as specified in the System Description section.
2. Electronic Damper Actuators
  - a. Electronic damper actuators shall be direct shaft mount.
  - b. Modulating and two-position actuators shall be provided as required by the sequence of operations. Damper sections shall be sized Based on actuator manufacturer's recommendations for face velocity, differential pressure and damper type. The actuator mounting arrangement and spring return feature shall permit normally open or normally closed positions of the dampers, as required. All

actuators (except terminal units) shall be furnished with mechanical spring return unless otherwise specified in the sequences of operations. All actuators shall have external adjustable stops to limit the travel in either direction, and a gear release to allow manual positioning.

- c. Modulating actuators shall accept 24 VAC or VDC power supply, consume no more than 15 VA, and be UL listed. The control signal shall be 2-10 VDC or 4-20 mA, and the actuator shall provide a clamp position feedback signal of 2-10 VDC. The feedback signal shall be independent of the input signal and may be used to parallel other actuators and provide true position indication. The feedback signal of one damper actuator for each separately controlled damper shall be wired back to a terminal strip in the control panel for trouble-shooting purposes.
  - d. Two-position or open/closed actuators shall accept 24 or 120 VAC power supply and be UL listed. Isolation, smoke, exhaust fan, and other dampers, as specified in the sequence of operations, shall be furnished with adjustable end switches to indicate open/closed position or be hard wired to start/stop associated fan. Two-position actuators, as specified in sequences of operations as "quick acting," shall move full stroke within 20 seconds. All smoke damper actuators shall be quick acting.
  - e. Acceptable manufacturers: Belimo.
3. Electronic Valve Actuators
- a. Electronic valve actuators shall be manufactured by the valve manufacturer.
  - b. Each actuator shall have current limiting circuitry incorporated in its design to prevent damage to the actuator.
  - c. Modulating and two-position actuators shall be provided as required by the sequence of operations. Actuators shall provide the minimum torque required for proper valve close-off against the system pressure for the required application. The valve actuator shall be sized Based on valve manufacturer's recommendations for flow and pressure differential. All actuators shall fail in the last position unless specified with mechanical spring return in the sequence of operations. The spring return feature shall permit normally open or normally closed positions of the valves, as required. All direct shaft mount rotational actuators shall have external adjustable stops to limit the travel in either direction.
  - d. Modulating Actuators shall accept 24 VAC or VDC and 120 VAC power supply and be UL listed. The control signal shall be 2-10 VDC or 4-20 mA and the actuator shall provide a clamp position feedback signal of 2-10 VDC. The feedback signal shall be independent of the input signal, and may be used to parallel other actuators and provide true position indication. The feedback signal of each valve actuator (except terminal valves) shall be wired back to a terminal strip in the control panel for trouble-shooting purposes.
  - e. Two-position or open/closed actuators shall accept 24 or 120 VAC power supply and be UL listed. Butterfly isolation and other valves, as specified in the sequence of operations, shall be furnished with adjustable end switches to indicate open/closed position or be hard wired to start/stop the associated pump or chiller.
  - f. Acceptable manufacturers: Belimo

B. Control Relays

1. Control Pilot Relays

- a. Control pilot relays shall be of a modular plug-in design with retaining springs or clips.



- b. Mounting Bases shall be snap-mount.
  - c. DPDT, 3PDT, or 4PDT relays shall be provided, as appropriate for application.
  - d. Contacts shall be rated for 10 amps at 120VAC.
  - e. Relays shall have an integral indicator light and check button.
- C. Electronic Signal Isolation Transducers
  - 1. A signal isolation transducer shall be provided whenever an analog output signal from the CCMS is to be connected to an external control system as an input (such as a chiller control panel), or is to receive as an input signal from a remote system.
  - 2. The signal isolation transducer shall provide ground plane isolation between systems.
  - 3. Signals shall provide optical isolation between systems.
- D. External Manual Override Stations
  - 1. External manual override stations shall provide the following:
    - a. An integral HAND/OFF/AUTO switch shall override the controlled device pilot relay.
    - b. A status input to the Facility Management System shall indicate whenever the switch is not in the automatic position.
    - c. A Status LED shall illuminate whenever the output is ON.
    - d. An Override LED shall illuminate whenever the HOA switch is in either the HAND or OFF position.
    - e. Contacts shall be rated for a minimum of 1 amp at 24 VAC.
- E. Control Valves (Chilled Water)
  - 1. All modulating control valves shall be of the "pressure independent" type configured with one integrated valve body that incorporates one chamber with an adjustable Cv and a separate pressure regulating chamber used to maintain a constant differential pressure across the control surface.
  - 2. Each control valve shall be individually flow tested at the factory and verified to deviate no more than  $\pm 5\%$  through the selected operating pressure range. A calibrated performance tag shall be provided with each valve that verifies the flow rate in 10° rotation increments up to full rated flow (option with 1/2"). All testing shall be performed with instruments calibrated to the requirements of ANSI/ISA-S75.11-1985, with traceability to NIST and/or ISO standards.
  - 3. Control valve rangeability shall be 100:1 minimum.
  - 4. Each control valve shall be subjected to 70 psid and tested to exceed ANSI/FCI 70-2-1998 leakage ratings. Class IV leakage or better is required for control valves 2" nominal size and less. Class III leakage or better is required for control valves larger than 2".
  - 5. In all control valves 8" and smaller, it shall be possible to modify the valve flow characteristics without removing the valve from the piping system.
  - 6. Balancing valves and associated balancing shall not be required where pressure independent modulating control valves are installed.
  - 7. The control valve actuator shall modulate all valves up to 8" in nominal size from 0 to 100% design flow while rotating the valve stem a maximum of 90°.
  - 8. There shall be three ports installed at the factory integral to each valve and capable of being used to measure pressure or temperature. The first port shall be installed at the inlet to the valve. The second shall be installed between the Cv chamber and the pressure regulating chamber. The third shall be installed at the outlet of the valve. Should the ports not be provided as part of the valve body than they shall be installed in

- a spool piece and attached to the body.
  - 9. The differential pressure between the first and the third port shall be used in commissioning to verify that the minimum differential pressure (typically 5 psid) required for pressure independent operation is available.
  - 10. The differential pressure between the first and second ports shall be used to verify proper valve operation and flow regulation. It shall be possible to verify the flow rate through the control valve using the valve stem position and the differential pressure measurement between the first and second port in the valve. If these valve features are not available, a flow meter shall be installed to verify actual flow rate in operation through the valve.
  - 11. All valves shall be warranted by the manufacturer for no less than 5 years from the date of purchase.
- F. Electronic/Pneumatic Transducers
- 1. Electronic to Pneumatic transducers shall provide:
    - a. Output: 3-15 PSIG.
    - b. Input: 4-20 mA or 0-10 VDC.
    - c. Manual output adjustment.
    - d. Pressure gauge.
    - e. External replaceable supply air filter.

### 3.08 Miscellaneous Devices

- A. Local Control Panels
- 1. All control panels shall be factory constructed, incorporating the CCMS manufacturer's standard designs and layouts. All control panels shall be UL inspected and listed as an assembly and carry a UL 508 label listing compliance. Control panels shall be fully enclosed, with perforated sub-panel, hinged door, and slotted flush latch.
  - 2. In general, the control panels shall consist of the DDC controller(s), display module as specified and indicated on the plans, and I/O devices-such as relays, transducers, and so forth-that are not required to be located external to the control panel due to function. Where specified the display module shall be flush mounted in the panel face unless otherwise noted.
  - 3. All I/O connections on the DDC controller shall be provide via removable or fixed screw terminals.
  - 4. Low and line voltage wiring shall be segregated. All provided terminal strips and wiring shall be UL listed, 300-volt service and provide adequate clearance for field wiring.
  - 5. All wiring shall be neatly installed in plastic trays or tie-wrapped.
  - 6. A convenience 120 VAC duplex receptacle shall be provided in each enclosure, fused on/off power switch, and required transformers.
- B. Power Supplies
- 1. DC power supplies shall be sized for the connected device load. Total rated load shall not exceed 75% of the rated capacity of the power supply.
  - 2. Input: 120 VAC +10%, 60Hz.
  - 3. Output: 24 VDC.
  - 4. Line Regulation: +0.05% for 10% line change.
  - 5. Load Regulation: +0.05% for 50% load change.
  - 6. Ripple and Noise: 1 mV rms, 5 mV peak to peak.
  - 7. An appropriately sized fuse and fuse block shall be provided and located next to the

power supply.

8. A power disconnect switch shall be provided next to the power supply.

### **PART 3 EXECUTION**

#### **4.01 CCMS Specific Requirements**

##### **A. Graphic Displays**

1. Provide a color graphic system flow diagram display for each system with all points as indicated on the point list. All terminal unit graphic displays shall be from a standard design library.
2. User shall access the various system schematics via a graphical penetration scheme and/or menu selection. .

##### **B. Actuation / Control Type**

1. Primary Equipment
  - a. Controls shall be provided by equipment manufacturer as specified herein.
  - b. All damper and valve actuation shall be electric.
2. Air Handling Equipment
  - a. RTU-1 shall be controlled with a HVAC-DDC Controller
  - b. All damper and valve actuation shall be electric.

#### **4.02 Installation Practices**

##### **A. CCMS Wiring**

1. All conduit, wiring, accessories and wiring connections required for the installation of the Building Management System, as herein specified, shall be provided by the CCMS Contractor unless specifically shown on the Electrical Drawings under Division 16 Electrical. All wiring shall comply with the requirements of applicable portions of Division 16 and all local and national electric codes, unless specified otherwise in this section.
2. All CCMS wiring materials and installation methods shall comply with CCMS manufacturer recommendations.
3. The sizing, type and provision of cable, conduit, cable trays, and raceways shall be the design responsibility of the CCMS Contractor. If complications arise, however, due to the incorrect selection of cable, cable trays, raceways and/or conduit by the CCMS Contractor, the Contractor shall be responsible for all costs incurred in replacing the selected components.
4. Class 2 Wiring
  - a. All Class 2 (24VAC or less) wiring shall be installed in conduit unless otherwise specified.
  - b. Conduit is not required for Class 2 wiring in concealed accessible locations. Class 2 wiring not installed in conduit shall be supported every 5' from the building structure utilizing metal hangers designed for this application. Wiring shall be installed parallel to the building structural lines. All wiring shall be installed in accordance with local code requirements.
5. Class 2 signal wiring and 24VAC power can be run in the same conduit. Power wiring 120VAC and greater cannot share the same conduit with Class 2 signal wiring.
6. Provide for complete grounding of all applicable signal and communications cables, panels and equipment so as to ensure system integrity of operation. Ground cabling and conduit at the panel terminations. Avoid grounding loops.

**B. CCMS Raceway**

1. All wiring shall be installed in conduit or raceway except as noted elsewhere in this specification. Minimum control wiring conduit size 1/2".
2. Where it is not possible to conceal raceways in finished locations, surface raceway (Wiremold) may be used as approved by the Architect.
3. All conduits and raceways shall be installed level, plumb, at right angles to the building lines and shall follow the contours of the surface to which they are attached.
4. Flexible Metal Conduit shall be used for vibration isolation and shall be limited to 3 feet in length when terminating to vibrating equipment. Flexible Metal Conduit may be used within partition walls. Flexible Metal Conduit shall be UL listed.

**C. Penetrations**

1. Provide fire stopping for all penetrations used by dedicated CCMS conduits and raceways.
2. All openings in fire proofed or fire stopped components shall be closed by using approved fire resistive sealant.
3. All wiring passing through penetrations, including walls shall be in conduit or enclosed raceway.
4. Penetrations of floor slabs shall be by core drilling. All penetrations shall be plumb, true, and square.

**D. CCMS Identification Standards**

1. Node Identification. All nodes shall be identified by a permanent label fastened to the enclosure. Labels shall be suitable for the node location.
  - a. Cable types specified in Item A shall be color coded for easy identification and troubleshooting.

**E. CCMS Panel Installation**

1. The CCMS panels and cabinets shall be located as indicated at an elevation of not less than 2 feet from the bottom edge of the panel to the finished floor. Each cabinet shall be anchored per the manufacturer's recommendations.
2. The CCMS contractor shall be responsible for coordinating panel locations with other trades and electrical and mechanical contractors.

**F. Input Devices**

1. All Input devices shall be installed per the manufacturer recommendation
2. Locate components of the CCMS in accessible local control panels wherever possible.

**G. HVAC Input Devices - General**

1. All Input devices shall be installed per the manufacturer recommendation
2. Locate components of the CCMS in accessible local control panels wherever possible.
3. The mechanical contractor shall install all in-line devices such as temperature wells, pressure taps, airflow stations, etc.
4. Input Flow Measuring Devices shall be installed in strict compliance with ASME guidelines affecting non-standard approach conditions.
5. Outside Air Sensors
  - a. Sensors shall be mounted on the North wall to minimize solar radiant heat impact or located in a continuous intake flow adequate to monitor outside air conditions accurately.
  - b. Sensors shall be installed with a rain proof, perforated cover.
6. Duct Temperature Sensors:

- a. Duct mount sensors shall mount in an electrical box through a hole in the duct and be positioned so as to be easily accessible for repair or replacement.
    - b. The sensors shall be insertion type and constructed as a complete assembly including lock nut and mounting plate.
    - c. For ductwork greater in any dimension than 48 inches or where air temperature stratification exists such as a mixed air plenum, utilize an averaging sensor.
    - d. The sensor shall be mounted to suitable supports using factory approved element holders.
  7. Low Temperature Limit Switches:
    - a. Install on the discharge side of the first water or steam coil in the air stream.
    - b. Mount element horizontally across duct in a serpentine pattern insuring each square foot of coil is protected by 1 foot of sensor.
    - c. For large duct areas where the sensing element does not provide full coverage of the air stream, provide additional switches as required to provide full protection of the air stream.
  8. Air Differential Pressure Status Switches:
    - a. Install with static pressure tips, tubing, fittings, and air filter.
- H. HVAC Output Devices
1. All output devices shall be installed per the manufacturers recommendation. The mechanical contractor shall install all in-line devices such as control valves, dampers, airflow stations, pressure wells, etc.
  2. Actuators: All control actuators shall be sized capable of closing against the maximum system shut-off pressure. The actuator shall modulate in a smooth fashion through the entire stroke. When any pneumatic actuator is sequenced with another device, pilot positioners shall be installed to allow for proper sequencing.
  3. Control Dampers: Shall be opposed blade for modulating control of airflow. Parallel blade dampers shall be installed for two position applications.
  4. Control Valves: Shall be sized for proper flow control with equal percentage valve plugs. The maximum pressure drop for water applications shall be 5 PSI. The maximum pressure drop for steam applications shall be 7 PSI.
  5. Electronic Signal Isolation Transducers: Whenever an analog output signal from the Building Management System is to be connected to an external control system as an input (such as a chiller control panel), or is to receive as an input a signal from a remote system, provide a signal isolation transducer. Signal isolation transducer shall provide ground plane isolation between systems. Signals shall provide optical isolation between systems

#### 4.03 Training

- A. The CCMS contractor shall provide the following training services:
1. One day of on-site orientation by a system technician who is fully knowledgeable of the specific installation details of the project. This orientation shall, at a minimum, consist of a review of the project as-built drawings, the CCMS software layout and naming conventions, and a walk through of the facility to identify panel and device locations.

#### 4.04 SEQUENCE OF OPERATION

A. GENERAL

1. Power - Fail Restart:

- a. In the event of a power failure the FMS computer will analyze the status of all controlled equipment and compare it with normal occupancy scheduling. The equipment will then be started or stopped as necessary to prevent all equipment from coming on at the same time.
2. FMS Monitoring:
  - a. Refer to the attached Input/Output schedule for a listing of all monitoring and override points and for additional software features.
3. Optimal Start:
  - a. All scheduled HVAC equipment will be started based on an optimal start feature that will calculate the approximate time the unit will have to be started prior to scheduled start time in order for the space temperature to be at setpoint at schedules occupancy.
  - b. Once space temperatures reach occupied setpoint O.A. dampers will be modulated open. Whenever the unit goes in the unoccupied mode the O.A. damper will be closed.
4. Night High Limit and Night Low Limit:
  - a. During unoccupied periods scheduled HVAC equipment will be energized whenever space temperature drops below a night low limit setpoint of 65 degrees(adjustable) or a night high limit of 85 degrees(adj).
5. Controllers:
  - a. Each AHU, CH and RTU shall be provided with an individual standalone DDC controller for controlling temperature, humidity and pressure as indicated in sequence of operation.
6. Smoke dampers and smoke detectors:
  - a. Units 15,000 CFM or greater will be provided with both supply and return air smoke detectors (provided and wired by div 16 - installed by div 15) as well as both supply and return air smoke dampers. When the unit is to be started the supply and return air smoke dampers will be driven open. The supply fan will be started once the AHU supply and return air dampers reach 100% open as indicated by damper end switches. When the unit is stopped the smoke dampers will not be allowed to close until the supply fan has been allowed to coast down to a complete stop.

**B. EQUIPMENT**

1. RTU-1
  - a. Start/Stop:
    - 1) The unit will be capable of being started and stopped based on a time of day schedule from the FMS.
    - 2) When the unit goes into the occupied mode and is to be started, the outdoor air damper will be driven to its minimum CFM position, as sensed by outdoor air CFM measuring device. The outdoor air damper will remain closed during night low limit and morning warmup. Outdoor air damper will not be allowed to be closed past minimum CFM position when the unit is in the occupied mode.
  - b. Safeties:
    - 1) Duct smoke detector will shut the supply fan off whenever products of combustion are sensed. The smoke detector will be provided and wired back to fire alarm system by division 16 and interlocked with the fan starter under division 15.

- 2) A temperature low limit switch will shutdown the fan whenever mixed air temperatures drop below 38 degrees .
    - 3) A static pressure high limit switch will shut down the air handler whenever static pressure in the discharge of the air handler exceeds 5" W.G.
  - c. Temperature Control:
    - 1) Discharge air temperature shall be controlled at 55 degrees F. (adjustable) by modulating the CHW valve as necessary to maintain setpoint.
  - d. Pressure Control:
    - 1) The supply variable speed drive shall be modulated to maintain supply duct static pressure setpoint of 1 in w.g.
    - 2) When the supply fan starts the VSD shall be in the "unloaded" position. VSD will load fan over an adjustable time period.
  - e. Economizer Mode:
    - 1) Each DDC controller to perform an enthalpy calculation to determine when it is more energy efficient to use outside air for cooling.
    - 2) Based on these data and the enthalpy calculation, DDC controller will modulate outside air, return air and exhaust air dampers to achieve mixed air temperature setpoint.
    - 3) When outside air (OA) enthalpy is greater than return air enthalpy, the OA damper will return to minimum position.
  - f. Display:
    - 1) All control points specified on the control schematics.
2. CH-1 & CH-2 (Air Cooled Chillers)
  - a. Upon cooling signal from bms allow chilled water system to start.
  - b. Open the chiller isolation control valve on the lead chiller.
  - c. Energize chilled water pump to start.
  - d. When chilled water flow is proven by flow switches, allow lead air cooled chiller to start.
  - e. Modulate chiller refrigeration to maintain 45° (setable) primary chilled water loop temperature.
  - f. If lead chiller cannot maintain 45° (setable) leaving water temperature, start lag chiller and lag chilled water pumps in similar sequence as described for lead chiller.
  - g. When two chillers are running, operate both at equal load levels.
  - h. If chilled water setpoint is maintained and chillers are unloaded to 45% each (setable), shut off lag pumps and chiller. Allow lead chiller to load to maintain chilled water setpoint.
  - i. Chiller soft start : the chiller sequencing software will provide a user adjustable loading time at system start-up. This will prevent the unnecessary operation of chillers and limit system electrical demand during chilled water loop pulldown.
  - j. Display:
    - 1) System graphic.
    - 2) All specified below and on control schematics.
    - 3) Chilled water pump on/off indication.
    - 4) Chilled water pump on/off switches.
    - 5) Chiller on/off indication.
    - 6) Chiller chilled water supply and return temperature.
    - 7) Chilled water control point adjustment.
    - 8) Chiller on/off switch.

**UNIVERSITY OF SOUTH CAROLINA  
SCHOOL OF MEDICINE-  
CRF/DM Building 104 Mechanical Renovations  
COLUMBIA, SC**

**STATE PROJECT# H27-N257  
A/E PROJECT #11060.02**

**END OF SECTION**



**SECTION 15950 - TESTING, ADJUSTING, AND BALANCING**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Testing, adjustment, and balancing of air systems.
- B. Measurement of final operating condition of HVAC systems.

**1.02 REFERENCE STANDARDS**

- A. AABC MN-1 - AABC National Standards for Total System Balance; Associated Air Balance Council; 2002.
- B. ASHRAE Std 111 - Practices for Measurement, Testing, Adjusting and Balancing of Building Heating, Ventilation, Air-Conditioning, and Refrigeration Systems; American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.; 1988, with 1997 Errata.
- C. NEBB (TAB) - Procedural Standards for Testing Adjusting Balancing of Environmental Systems; National Environmental Balancing Bureau; 2005, Seventh Edition.

**1.03 SUBMITTALS**

- A. See Section 01300 - Administrative Requirements, for submittal procedures.
- B. Qualifications: Submit name of adjusting and balancing agency and TAB supervisor for approval within 30 days after award of Contract.
- C. TAB Plan: Submit a written plan indicating the testing, adjusting, and balancing standard to be followed and the specific approach for each system and component.
  - 1. Submit six weeks prior to starting the testing, adjusting, and balancing work.
  - 2. Include certification that the plan developer has reviewed the contract documents, the equipment and systems, and the control system with the Architect and other installers to sufficiently understand the design intent for each system.
  - 3. Include at least the following in the plan:
    - a. Preface: An explanation of the intended use of the control system.
    - b. List of all air flow, water flow, sound level, system capacity and efficiency measurements to be performed and a description of specific test procedures, parameters, formulas to be used.
    - c. Copy of field checkout sheets and logs to be used, listing each piece of equipment to be tested, adjusted and balanced with the data cells to be gathered for each.
    - d. Identification and types of measurement instruments to be used and their most recent calibration date.
    - e. Discussion of what notations and markings will be made on the duct and piping drawings during the process.
    - f. Final test report forms to be used.
    - g. Expected problems and solutions, etc.
    - h. Specific procedures that will ensure that both air and water side are operating at the lowest possible pressures and methods to verify this.
    - i. Description of TAB work for areas to be built out later, if any.
    - j. Time schedule for deferred or seasonal TAB work, if specified.
    - k. False loading of systems to complete TAB work, if specified.

- l. Procedures for field technician logs of discrepancies, deficient or uncompleted work by others, contract interpretation requests and lists of completed tests (scope and frequency).
  - m. Procedures for formal progress reports, including scope and frequency.
  - n. Procedures for formal deficiency reports, including scope, frequency and distribution.
- D. Progress Reports.
- E. Final Report: Indicate deficiencies in systems that would prevent proper testing, adjusting, and balancing of systems and equipment to achieve specified performance.
1. Submit under provisions of Section 01400.
  2. Revise TAB plan to reflect actual procedures and submit as part of final report.
  3. Submit draft copies of report for review prior to final acceptance of Project. Provide final copies for Architect and for inclusion in operating and maintenance manuals.
  4. Provide reports in soft cover, letter size, 3-ring binder manuals, complete with index page and indexing tabs, with cover identification at front and side. Include set of reduced drawings with air outlets and equipment identified to correspond with data sheets, and indicating thermostat locations.
  5. Include actual instrument list, with manufacturer name, serial number, and date of calibration.
  6. Form of Test Reports: Where the TAB standard being followed recommends a report format use that; otherwise, follow ASHRAE Std 111.
  7. Units of Measure: Report data in both I-P (inch-pound) and SI (metric) units.
  8. Include the following on the title page of each report:
    - a. Name of Testing, Adjusting, and Balancing Agency.
    - b. Address of Testing, Adjusting, and Balancing Agency.
    - c. Telephone number of Testing, Adjusting, and Balancing Agency.
    - d. Project name.
    - e. Project location.
    - f. Project Architect.
    - g. Project Engineer.
    - h. Project Contractor.
    - i. Project altitude.
    - j. Report date.
- F. Project Record Documents: Record actual locations of flow measuring stations and balancing valves and rough setting.

#### 1.04 QUALITY ASSURANCE (moved to PART 3)

#### PART 2 PRODUCTS - NOT USED

#### PART 3 EXECUTION

##### 3.01 GENERAL REQUIREMENTS

- A. Perform total system balance in accordance with one of the following:
1. AABC MN-1, AABC National Standards for Total System Balance.
  2. ASHRAE Std 111, Practices for Measurement, Testing, Adjusting and Balancing of Building Heating, Ventilation, Air-Conditioning, and Refrigeration Systems.
  3. NEBB Procedural Standards for Testing Adjusting Balancing of Environmental

Systems.

4. SMACNA HVAC Systems Testing, Adjusting, and Balancing.
- B. Begin work after completion of systems to be tested, adjusted, or balanced and complete work prior to Substantial Completion of the project.
- C. Where HVAC systems and/or components interface with life safety systems, including fire and smoke detection, alarm, and control, coordinate scheduling and testing and inspection procedures with the authorities having jurisdiction.
- D. TAB Agency Qualifications:
  1. Company specializing in the testing, adjusting, and balancing of systems specified in this section.
  2. Certified by one of the following:
    - a. AABC, Associated Air Balance Council: [www.aabchq.com](http://www.aabchq.com); upon completion submit AABC National Performance Guaranty.
    - b. NEBB, National Environmental Balancing Bureau: [www.nebb.org](http://www.nebb.org).
    - c. TABB, The Testing, Adjusting, and Balancing Bureau of National Energy Management Institute: [www.tabbcertified.org](http://www.tabbcertified.org).
- E. TAB Supervisor Qualifications: Certified by same organization as TAB agency.

### **3.02 EXAMINATION**

- A. Verify that systems are complete and operable before commencing work. Ensure the following conditions:
  1. Systems are started and operating in a safe and normal condition.
  2. Temperature control systems are installed complete and operable.
  3. Proper thermal overload protection is in place for electrical equipment.
  4. Final filters are clean and in place. If required, install temporary media in addition to final filters.
  5. Duct systems are clean of debris.
  6. Fans are rotating correctly.
  7. Air outlets are installed and connected.
  8. Duct system leakage is minimized.
  9. Hydronic systems are flushed, filled, and vented.
  10. Pumps are rotating correctly.
  11. Proper strainer baskets are clean and in place.
  12. Service and balance valves are open.
- B. Submit field reports. Report defects and deficiencies that will or could prevent proper system balance.
- C. Beginning of work means acceptance of existing conditions.

### **3.03 ADJUSTMENT TOLERANCES**

- A. Air Handling Systems: Adjust to within plus or minus 5 percent of design for supply systems and plus or minus 10 percent of design for return and exhaust systems.
- B. Air Outlets and Inlets: Adjust total to within plus 10 percent and minus 5 percent of design to space. Adjust outlets and inlets in space to within plus or minus 10 percent of design.

### **3.04 RECORDING AND ADJUSTING**

- A. Field Logs: Maintain written logs including:
  - 1. Running log of events and issues.
  - 2. Discrepancies, deficient or uncompleted work by others.
  - 3. Contract interpretation requests.
  - 4. Lists of completed tests.
- B. Ensure recorded data represents actual measured or observed conditions.
- C. Permanently mark settings of valves, dampers, and other adjustment devices allowing settings to be restored. Set and lock memory stops.
- D. After adjustment, take measurements to verify balance has not been disrupted or that such disruption has been rectified.
- E. Leave systems in proper working order, replacing belt guards, closing access doors, closing doors to electrical switch boxes, and restoring thermostats to specified settings.
- F. At final inspection, recheck random selections of data recorded in report. Recheck points or areas as selected and witnessed by the Owner.

### **3.05 AIR SYSTEM PROCEDURE**

- A. Adjust air handling and distribution systems to provide required or design supply, return, and exhaust air quantities at site altitude.
- B. Make air quantity measurements in ducts by Pitot tube traverse of entire cross sectional area of duct.
- C. Measure air quantities at air inlets and outlets.
- D. Adjust distribution system to obtain uniform space temperatures free from objectionable drafts and noise.
- E. Use volume control devices to regulate air quantities only to extend that adjustments do not create objectionable air motion or sound levels. Effect volume control by duct internal devices such as dampers and splitters.
- F. Vary total system air quantities by adjustment of fan speeds. Provide drive changes required. Vary branch air quantities by damper regulation.
- G. Provide system schematic with required and actual air quantities recorded at each outlet or inlet.
- H. Measure static air pressure conditions on air supply units, including filter and coil pressure drops, and total pressure across the fan. Make allowances for 50 percent loading of filters.
- I. Adjust outside air automatic dampers, outside air, return air, and exhaust dampers for design conditions.
- J. Measure temperature conditions across outside air, return air, and exhaust dampers to check leakage.
- K. Where modulating dampers are provided, take measurements and balance at extreme conditions. Balance variable volume systems at maximum air flow rate, full cooling, and at minimum air flow rate, full heating.

### **3.06 WATER SYSTEM PROCEDURE**

- A. Adjust water systems to provide required or design quantities.
- B. Use calibrated Venturi tubes, orifices, or other metered fittings and pressure gauges to determine flow rates for system balance. Where flow metering devices are not installed, base flow balance on temperature difference across various heat transfer elements in the system.
- C. Adjust systems to provide specified pressure drops and flows through heat transfer elements prior to thermal testing. Perform balancing by measurement of temperature differential in conjunction with air balancing.
- D. Effect system balance with automatic control valves fully open to heat transfer elements.
- E. Effect adjustment of water distribution systems by means of balancing cocks, valves, and fittings. Do not use service or shut-off valves for balancing unless indexed for balance point.
- F. Where available pump capacity is less than total flow requirements or individual system parts, full flow in one part may be simulated by temporary restriction of flow to other parts.

### **3.07 SCOPE**

- A. Test, adjust, and balance the following:
  - 1. HVAC Pumps
  - 2. Air Cooled Water Chillers
  - 3. Air Coils (Chilled Water)
  - 4. Air Handling Units
  - 5. Fans

### **3.08 MINIMUM DATA TO BE REPORTED**

- A. Electric Motors:
  - 1. Manufacturer
  - 2. Model/Frame
  - 3. HP/BHP
  - 4. Phase, voltage, amperage; nameplate, actual, no load
  - 5. RPM
  - 6. Service factor
  - 7. Starter size, rating, heater elements
  - 8. Sheave Make/Size/Bore
- B. Pumps:
  - 1. Identification/number
  - 2. Manufacturer
  - 3. Size/model
  - 4. Impeller
  - 5. Service
  - 6. Design flow rate, pressure drop, BHP
  - 7. Actual flow rate, pressure drop, BHP
  - 8. Discharge pressure
  - 9. Suction pressure
  - 10. Total operating head pressure
  - 11. Shut off, discharge and suction pressures
  - 12. Shut off, total head pressure

- C. Chillers:
  - 1. Identification/number
  - 2. Manufacturer
  - 3. Capacity
  - 4. Model number
  - 5. Serial number
  - 6. Evaporator entering water temperature, design and actual
  - 7. Evaporator leaving water temperature, design and actual
  - 8. Evaporator pressure drop, design and actual
  - 9. Evaporator water flow rate, design and actual
- D. Cooling Coils:
  - 1. Identification/number
  - 2. Location
  - 3. Service
  - 4. Manufacturer
  - 5. Air flow, design and actual
  - 6. Entering air DB temperature, design and actual
  - 7. Entering air WB temperature, design and actual
  - 8. Leaving air DB temperature, design and actual
  - 9. Leaving air WB temperature, design and actual
  - 10. Water flow, design and actual
  - 11. Water pressure drop, design and actual
  - 12. Entering water temperature, design and actual
  - 13. Leaving water temperature, design and actual
- E. Electric Duct Heaters:
  - 1. Manufacturer
  - 2. Identification/number
  - 3. Location
  - 4. Model number
  - 5. Design kW
  - 6. Number of stages
  - 7. Phase, voltage, amperage
  - 8. Test voltage (each phase)
  - 9. Test amperage (each phase)
  - 10. Air flow, specified and actual
  - 11. Temperature rise, specified and actual
- F. Air Moving Equipment:
  - 1. Location
  - 2. Manufacturer
  - 3. Model number
  - 4. Serial number
  - 5. Arrangement/Class/Discharge
  - 6. Air flow, specified and actual
  - 7. Return air flow, specified and actual
  - 8. Outside air flow, specified and actual
  - 9. Supply air temperature
  - 10. Total static pressure (total external), specified and actual

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11. Inlet pressure
  12. Discharge pressure
  13. Sheave Make/Size/Bore
  14. Number of Belts/Make/Size
  15. Fan RPM
- G. Return Air/Outside Air:
1. Identification/location
  2. Design air flow
  3. Actual air flow
  4. Design return air flow
  5. Actual return air flow
  6. Design outside air flow
  7. Actual outside air flow
  8. Return air temperature
  9. Outside air temperature
  10. Required mixed air temperature
  11. Actual mixed air temperature
  12. Design outside/return air ratio
  13. Actual outside/return air ratio

**END OF SECTION**

## **GENERAL PROVISIONS**

### **SECTION 16010**

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

##### **1.01 RELATED DOCUMENTS:**

A. Drawings and specifications including General Conditions, Supplementary Conditions and Division 1 specification sections, apply to work of this and all sections in Division 16. Division 16 General Provisions described in this section apply to all sections of Division 16.

B. It is recognized that separate sub-contracts may be instituted by the General Contractor or the Division 16 Contractor with other contractors and/or suppliers. It is the responsibility of the Division 16 Contractor to completely inform, coordinate and advise those subs as to all of the other requirements, conditions and information associated with providing and installing the total job.

##### **1.02 WORK INCLUDED:**

A. Work included in these specifications and included on the drawings shall include furnishing all labor, materials, supplies, and equipment to perform all work required including cutting, channeling, chasing, excavating and backfilling, demolition (if any) to install a complete and working electrical system(s) in accordance with these sections of the specifications and the accompanying drawings. This shall include all required preparation work, demolition, raceways, coordination, etc. required to install the electrical system.

B. The electrical work shall include, but in no way be limited to the following:

1. Raceways (To include raceways for conductors and cables)
2. Electrical Distribution System Addition.
3. Connection and installation of Equipment Furnished Under Other Divisions of the Specification.
4. Electrical Demolition

##### **1.03 COORDINATION OF WORK IN OTHER SECTIONS:**

A. The Division 16000 contractor is responsible for including any and all work related to the electrical that is noted in any part of the specifications or any part of the drawings, including Divisions 1, 15 and any other sections.

B. If any piece of equipment is shown on any part of the drawings ("A" (Architectural) drawings, "M" (Mechanical) drawings, "P" (Plumbing) drawings, or "E" (Electrical) drawings), it is the responsibility of the Division 16 Contractor to furnish and install electrical service as required to that equipment. Electrical service



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shall comply with all requirements of the equipment shop drawings and all codes.

C. The Division 16 Contractor will supply power to equipment at the voltage indicated on the Division 16 drawings. The Division 16 Contractor and all other contractors will be held responsible for coordinating the equipment voltages, control equipment, wiring, and locations and type of terminations/connections and/or disconnects required to comply with the National Electrical Code, International Building Code, all local codes, and the equipment manufacturer's requirements. If equipment is furnished to the project at a voltage other than that shown on the Division 16 drawings, the contractor supplying the equipment and all other subcontractors will be held responsible for making any necessary adjustments to correct the conflict, to the satisfaction of the Electrical Engineer.

**1.04 INTERPRETATION OF THE DRAWINGS AND SPECIFICATIONS (CONTRACT DOCUMENTS):**

A. Refer to the section of the specifications which cover General Conditions, Division 1, and Instructions to bidders. These sections and their requirements are a part of this contract and are binding on this section of the work.

B. Electrical Drawings are diagrammatic in nature except where specific dimensions, or specific details are shown on the electrical, mechanical, or architectural drawings. The Electrical Contractor shall refer to other drawings for exact locations of equipment, building dimensions, architectural details and conditions affecting the electrical work; however, field measurements take precedence over dimensioned drawings. The Electrical Contractor shall provide all labor and materials and all incidental elements; junction and pull boxes, filters, pull wires, connectors, support materials, fuses, disconnect switches, lamps, and labels, to install, connect, start-up and result in a complete and working system in accordance with the drawings and specifications. Unless noted otherwise on the plans or in these specifications, all final connections are the responsibility of the Division 16 Contractor.

C. In order to show on the drawings the electrical work required under this contract, it is necessary to utilize symbols and schematic diagrams/details. These symbols and schematic diagrams/details do not have any dimensional significance nor do they delineate every item required for the intended installations. The work shall be installed in accordance with the intent diagrammatically expressed on the drawings, and in conformity with the dimensions indicated on the final architectural and structural working drawings and on equipment shop drawings. No interpretation shall be made from the limitations of symbols and diagrams that any elements necessary for complete work are excluded.

D. When the details of specific and/or general installation requirements show specific dimensioning and/or positioning requirements of the items to be installed, these dimensions shall be field coordinated and followed. It is the intent of these details to only establish the general feasibility of the work required. These details in no way delete, reduce, or substitute the requirement of field coordination for the indicated work.

E. The contractor is responsible for coordinating the installation of all electrical work with the work of other contractors and/or trades. This contractor shall refer to the other drawings (demolition, site, architectural, structural, plumbing, mechanical, etc.) to assure that the installed electrical work is installed in a coordinated fashion. Conflicts on installation work due to the lack of proper coordination of this contractor shall result in

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the work being removed and coordinated and properly reinstalled at no increase cost to the Owner. Report to the Engineer any and all discrepancies that the contractor(s) find in the field between the electrical drawings and the other drawings.

F. The installation of any and all equipment/systems is subject to clarification as indicated in the review comments of the Engineer on the shop drawings. The contractor shall be aware that if the equipment of an approved equal manufacturer is to be installed, the equipment, controls, functions, conduit routing, power requirements, etc. may be different. It is the responsibility of the electrical contractor to coordinate the installation requirements of the equipment to be installed with the electrical plans of the specified. If there are any additional equipment, power service, conduit, conductors, controls, etc. required to install the approved equal equipment, these additional requirements shall be furnished and installed at no additional cost to the Owner.

G. The electrical drawings are such that the electrical service to equipment furnished and installed under other sections of the contract documents (examples, but not limited to: HVAC equipment, pumps, motors, etc) is coordinated for the specified equipment only. If the equipment installed under other divisions of the contract documents is not the specified equipment and is an approved equal to the specified equipment, it is possible that the equipment will require different electrical service/interface than that shown on the electrical plans for the specified equipment. In this case, it is the responsibility of the approved equal installing contractor / manufacturer to coordinate the electrical service/interface requirements with the electrical contractor. If the electrical service/interface requirements of the substituted equipment are greater than the specified equipment and result in an increased electrical cost, it is the responsibility of the furnishing/installing contractor to pay the electrical contractor for the increase in electrical cost.

H. Submission of a proposal and ultimate acceptance of an agreement or contract for execution of this section of work will be construed as evidence that the Electrical Contractor and each interested Subcontractor and/or vendor has carefully read and accepts all conditions set forth in each Division under specification Divisions titled "Instructions To Bidders" and Division 1, "General Conditions", in so far as such conditions may affect both the bidding for and execution of this section of work.

**1.05 ELECTRICAL SYSTEMS:**

A. All electrical systems shown on the plans or specified in the specifications shall have equipment furnished and installed so that the system is a complete and functioning system that complies with the intent of the specifications, whether each and every element of each and every system is specified or not. Any and all equipment, options, and system elements necessary for proper operation shall be furnished and installed, whether specifically called for (specified by name or catalog number) or not.

B. The wiring, connections, and support elements shown on the plans or noted in the specifications is for a complete and workable system(s). Any deviations from the wiring shown due to a particular manufacturer's requirements shall be made at no cost to either the contract or to the Owner. Changes in electrical service to equipment due to substitutions of equipment by any contractors shall be at the cost of that contractor.

**1.06 EQUIPMENT DELIVERY, STORAGE, INSTALLATION:**

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A. Where equipment is purchased by the electrical contractor to be installed in conformance with the contract documents, the contractor shall follow the following procedure as it relates to delivery, storage, and installation:

1. Coordinate any and all information with any and all contractors who are to do work to accommodate the division 16 equipment/work.
2. Coordinate delivery of equipment.
3. Unload the equipment from delivery trucks.
4. Inspect the equipment to assure correct make, model number, voltage, etc.
5. Provide for safe handling and field storage up to the time of permanent placement in the project.
6. Provide for any and all field assembly and internal connection as may be necessary for proper operation.
7. Install in place including any and all required mounting supports, connectors, fittings, connections, and accessories required for complete system operation.

B. Where equipment is purchased by the Owner and is to be installed by the Division 16 contractor, the Division 16 contractor shall follow the following procedure as it relates to delivery, storage, and installation:

1. Coordinate equipment shop drawings with any and all contractors who are to do work to accommodate the Division 16 equipment /work.
2. Coordinate delivery of equipment.
3. Unload the equipment from delivery trucks.
4. Inspect the equipment to assure correct make, model number, voltage, etc.
5. Inspect the equipment for any damage or corrosion. Claims that any of these items have been received in such condition that their installation will require work beyond the reasonable scope of the work will be considered only if presented in writing to the Architect/Engineer within 10 days of delivery.
6. Provide for safe handling and field storage up to the time of permanent placement in the project.
7. Provide for any and all field assembly and internal connection as may be necessary for proper operation.
8. Install in place including any and all required mounting supports, connectors, fittings, connections, controls, and accessories required for complete system operation.

**1.07 SPECIAL ELECTRICAL REQUIREMENTS:**

A. Provide all wiring, connectors, fittings, connections, and all accessories for the complete installation of, and final connections to, equipment furnished under other divisions of the specifications and where indicated on the electrical drawings or otherwise specified.

B. The Electrical Contractor shall coordinate with all other contractors the electrical service provided as shown on the electrical plans with respect to voltage, phase, and ampacity. This coordination shall take place before any equipment is ordered and is for the purpose of the contractor providing equipment that requires electrical connection ordering the correct equipment to match the electrical service provided. Any changes in the characteristics of the circuits that serve any electrically operated equipment shall be made at no additional cost to the Owner.

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C. Make all final connections to all equipment, provided under the electrical contract and equipment provided under other sections, except where noted on the plans to provide "rough-in only". Where connections are to be made by someone other than the Division 16 contractor, coordinate with the equipment supplier to determine the rough-in requirements. In the case where rough-in is installed now but equipment unknown or is to be installed in the future, install outlet box sized for the conductors installed, install conductors and leave 8" of pigtails for each conductor. Tape all conductors, leave a note in the box as to the panel the circuit is connected, and install a cover plate over the outlet box. In the panel that the circuit terminates, do not connect the circuit to a breaker, tag the circuit with information as to the location of the outlet box, and leave enough pigtail in the panel so that connection can be made to any breaker space in the panel.

D. The Electrical Contractor is hereby alerted that certain features of control, other functions, or systems may be specified in this division by performance, and as such, all elements of wiring or other materials and devices for the complete installation may not be shown on the drawings. The Electrical Contractor shall provide for the final and complete installation of all features called for by drawings or specifications.

E. Note that the Mechanical Division includes furnishing all motors and starters for equipment furnished and installed by Division 15.

F. Where equipment is prewired, the power wiring shall extend to the power terminals of the pre-wired equipment. Control wiring for the mechanical equipment and temperature control wiring is covered under Division 15 and is not a part of Division 16 unless specifically noted.

**1.08 COMPLIANCE WITH CODES AND REGULATIONS:**

A. The Contractor is responsible for obtaining all required permits and complying with all National (NEC, IBC, NFPA), State, County, and Municipal codes and regulations. This shall include, but not be limited to, the following:

1. Federal Occupational Safety and Health Act (OSHA)
2. NFPA 70 (National Electrical Code)
3. NFPA 101 (Life Safety Code)
4. NFPA 72D (Proprietary Protective Signaling Systems)
5. ANSI/ASME A17.1 (Safety Code for Elevators and Escalators)
6. Americans with Disabilities Act (ADA).
7. International Building Code (IBC).
8. International Fire Code.

B. Unless noted otherwise, the contractor shall comply with the latest edition and update of any and all codes and standards.

C. Compliance with Underwriters Laboratories - All products installed under the contract shall have the Underwriters Laboratories (UL) label where such marking is available. Products which are not UL labeled will not be acceptable if labeled products are available from another approved manufacturer.

D. The above listed requirements are required of the electrical contractor by this contract whether these

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requirements are shown on the drawings, mentioned in the specifications or not.

E. All work and equipment installed that does not comply with the codes and standards noted above shall be corrected and/or replaced (at engineer's option) at no cost to the Owner.

F. The contractor(s) shall submit all items necessary to obtain all required permits to the appropriate Federal/State/County/City agencies, obtain all required permits, and pay for any and all required fees.

**1.09 SUBSTITUTIONS AND THE "OR EQUAL" CLAUSE:**

A. Where a manufacturer and/or model number is noted in a specification, that manufacturer and/or model number shall be the equipment used on the project. Substitutions may be allowed for some/all of the specified equipment where approved by the Architect/Engineer per the process as outlined in this section of the specifications. When an item, piece of equipment, method, etc. is specified or called for on the drawings or in the specifications, it shall establish a standard of quality which shall be used to evaluate all substitutions. It is not the intent of this specification to limit competition in any way, however; in some evaluations the decision of equality comes down to personal opinion. In all evaluations, the opinion and decision of the engineer shall be final and binding to all parties.

B. All substitutions to the specified equipment manufacturer, make, or model, shall be approved before bid. Request to substitute and material, item, or method for a specified material, item, or method shall be made in writing and submitted so as to be received by the engineer at least ten (10) days before bid date. All approved request shall be noted in an addendum. Only the specified materials and items noted in the addendum as approved equals shall be used on the project.

C. All submittals to request to substitute shall clearly describe the product. Request to substitute shall include catalog descriptive material, engineering data, and also list areas where the requested material exceeds or falls short of the specification for the specified material. Include samples (To be retained in the project file by the Engineer) of the item.

D. Incomplete submittals, or submittals that require the Engineer to spend considerable time researching the item, will not be considered for approval. The burden of proof that an item is equal to the specified item is on the party requesting the substitution. In all evaluations, the opinion and decision of the engineer shall be final and binding to all parties.

E. Request to substitute or obtain approval to substitute for an item or material that has been previously turned down, will not be considered.

F. When approval to substitute an item for the specified item is granted, the approval does not relieve the contractor from compliance with all system functions or equipment characteristics.

G. When a substituted item requires additional work for another contractor or subcontractor to adjust his work to accommodate the substituted item, the contractor who made the substitution shall pay all cost for accommodation of the substituted item.

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H. As with any substituted item, it is the responsibility of the contractor making the substitution to make the item fit, function, and act as the specified item. If, in the opinion of the engineer, the substituted item does not comply, function, fit, or perform to the standards of the specified item, the contractor shall remove the substituted item and install the specified item, at no cost to the Owner.

I. Contractor prices shall be based on only the specified items, materials, or methods (or approved equals). There shall be no increase in contract cost when a non-approved item is used in pricing and is not approved by the engineer.

**1.10 DIMENSIONS ON DRAWINGS, IN FIELD, VERIFICATION:**

A. The contractor shall be responsible for visiting the site in order to become familiar with existing conditions and coordinating the required work as needed. No increase in contract cost will be considered due to the contractor not being aware of existing conditions.

B. Do not scale drawings. Confirm all dimensions in the field. Coordinate all installations with shop drawings and other contractors work. Where discrepancies are found on the contract documents, the contractor shall include in the project cost any and all materials, items and labor required to make any and all changes required to install the work correctly. Where discrepancies are found on the project the contractor shall stop work in that area and contact the engineer.

**1.11 CHANGE ORDERS:**

A. Change orders will not be issued for relocating electrical equipment or rerouting conduit and wiring. This section of the electrical specifications require that relocating of electrical equipment or rerouting of conduit/wiring be done at no additional cost to the Owner.

B. When change orders are required for electrical work, the unit material and unit labor method shall be used. Unit values for material shall be contractors' net cost from distributor. Unit values for labor hours shall not be greater than those listed in the latest addition of Means mechanical/electrical cost data. Sales tax is to be added to materials and workman's compensation insurance is to be added to labor. Overhead and profit markup is to be added to the materials and labor subtotal per the instructions in Division 1..

C. To calculate a credit for deleted work, the identical method of calculations shall be used for deleted work that is used for new work. No money will be allowed for lost scheduling time or estimation time. The Engineer agrees to expedite change orders as rapidly as possible to avoid construction delay. The contractor may be required to estimate a number of alternatives for change orders in order to arrive at the lowest cost for change orders.

D. There shall be no additional cost for the contractor to estimate multiple alternatives for consideration.

**1.12 SUBMITTALS:**

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A. Unless otherwise noted, Submittals (formerly/also referred to as “shop drawings”) shall be made in accordance with requirements as stated in Division 1. Submittals shall be submitted to the Engineer on all equipment within thirty (30) days of contract award. If submittals are not received within the thirty day time limit the specified equipment shall be used (no exceptions).

B. The Contractor shall not purchase any materials or equipment prior to the receipt of approved submittals from the Engineer. Any commitment to purchase or contract to purchase equipment or materials made between the Contractor and an equipment supplier and/or manufacturer before the receipt of approved submittals from the Engineer shall be at the risk of the Contractor. If submittals are not approved, any restocking charge or cancellation charge by a manufacturer and/or supplier shall be the responsibility of the Contractor and not reflect as an increase cost to the Owner

C. Submittals shall contain all the necessary information required to prove that the equipment will fit and function correctly. Submittals shall be bound together and submitted as a complete package for each section. The Contractor shall review each submittal to confirm that the submittal meets the Contractor's requirements before the submittal is made to the Engineer.

D. For some equipment/systems (examples: fire alarm, nurse call, security, CCTV, cable TV, etc.), the drawings only show the system elements and do not show the interconnection of these elements on a riser diagram. For equipment/systems such as these, the manufacturer shall include with the submittals a wiring/conduit riser diagram for the system.

E. It is not unreasonable to expect a 14 to 21 day (or possibly longer) submittal turnaround from the Engineer. Therefore it is imperative that the Contractor comply with the 30 day requirement outlined in paragraph A. If the project is a "Fast Track" type project, it may be necessary to have submittals reviewed in a very short time period. In such cases, the contractor shall note on the cover sheet of the submittal the date in which submittals must be returned. Every effort will be made to comply with this date, but close coordination between Contractor and Engineer shall be required.

F. The engineer reserves the right to refuse any equipment that in his opinion will not function as well as the specified equipment. The opinion of the engineer shall be final and shall bind all parties. The Engineer has the right to require the contractor to use the specified equipment if the second shop drawing submittal is not approved.

G. Submittal review is only for verifying the conformance with the design concept of the project and compliance with the information given in the Contract Documents. The contractor is responsible for dimensions to be confirmed and correlated at the job site; for information that pertains solely to the fabrication processes or to techniques of construction; and for coordination of the work of all trades.

H. The Contractor shall review the submittals and make note of all dimensions of the equipment and shall make the necessary adjustments in equipment locations as required to install the equipment. THE CONTRACTOR SHALL NOT INSTALL ANY EQUIPMENT OR PROVIDE ELECTRICAL ROUGH-INS BEFORE APPROVED SUBMITTALS ARE RETURNED BY THE ENGINEER AND DIMENSIONS ARE APPROVED.

I. Approval to substitute material, equipment, devices, processes, or any item as an "as/an equal" to the

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specified item does not relieve the Contractor of the full responsibility to make the substituted material, fit, function or appear as required in the Drawings and Specifications. Contractor shall assume full responsibility for the satisfactory adaptability of a substituted item to those items specified or shown on the drawings.

J. Required submittals are listed with each section of the electrical specifications.

**1.13 RECORD DRAWINGS:**

A. The electrical contractor shall keep a set of construction drawings during the length of the project on which he shall note any and all changes from the original drawings. This record set of drawings shall be updated daily.

B. After the "RECORD DRAWINGS" have been approved by the Engineer, the contractor shall have one set of blueprints made from the "Record Drawings" sepia. The contractor shall wall mount a 4" PVC tube with screw on cap in the main electrical room and place the set of blueprints in this tube.

**1.14 COORDINATION OF WORK WITH OTHER CONTRACTORS:**

A. All work shall be coordinated to avoid conflict with other contractors. The contractor shall be responsible for checking to insure that the equipment to be installed will fit in the space shown on the drawings. If there is a conflict, the contractor shall notify the Engineer before bid. By submitting a bid the contractor assures that the equipment to be installed will fit or that provisions have been included in the bid to move the equipment to a location where it can be installed without conflict.

**1.15 GUARANTEE OF WORK, EQUIPMENT AND MATERIALS:**

A. All work, equipment, and materials shall be new and without defects or blemishes, and guaranteed to be free from defects for a period of one (1) year after the final date of project acceptance as defined by the Architect (NOT THE DATE OF INSTALLATION OR START-UP). All installation and installation materials shall also be guaranteed for the one (1) year period. This shall cover such items as equipment pads, supports, leaks from around equipment installation, etc and is intended to cover everything installed or provided under this division of the contract.

B. Manufactured pieces of equipment shall have their guarantee also backed by the equipment manufacturer.

C. During the guarantee period there shall be no charge to the Owner for items and work done under the guarantee clause (Service calls). This shall apply to replacement equipment, equipment shipping charges, mileage, labor, all taxes, etc.

**1.16 OPERATING AND MAINTENANCE MANUALS:**

A. Provide manuals as specified under Division 1. Use multiple binders if a single binder would exceed 2.5" in thickness; arrange the data in the same sequence as the specification section; delete or mark through



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unapplicable data.

B. Provide tab pages to separate each major item or closely related group of items with typed item names on the tabs. Supply a table of contents at the beginning of each volume listing all items, the manufacturers and the name, address and phone number of the nearest authorized service representative.

C. Manuals shall include the following, in addition to operation, maintenance and lubrication instructions and parts lists:

1. Light Fixture Cut Sheets.
2. Wiring Devices
3. Power Equipment Submittals
4. Additions to Fire Alarm System

**1.17 QUALITY OF WORK / WORKMANSHIP:**

A. The contractor performing the electrical work shall employ craftsmen who are thoroughly experienced and trained in the installation of electrical systems and general installation coordination. All work shall be done in the highest level of standards for the trade. Any work installed at a level that is less than the highest level of standards for the trade shall be removed and reinstalled in the manner described above at NO additional cost to the Owner.

B. All equipment shall be installed in compliance with the manufacturer's published installation recommendations and requirements, with any and all required accessories and mounting hardware, and/or as approved by the Engineer. The manufacturer's published installation requirements and recommendations shall become a part of the Owner's Manual (See Paragraph 1.15)

**1.18 DEFINITIONS:**

A. Concealed - Embedded in masonry or other construction. Installed under floor slabs, crawl spaces, above ceilings, in walls, in chases, or shafts. Not visible.

B. Exposed - Installed in such a manner that it can be seen. All exposed materials shall be installed in a neat manner. If in the engineer's opinion the installed materials are not installed in a neat manner, it shall be removed and reinstalled (at the Contractor's expense) to the satisfaction of the engineer, all at no increase cost to the Owner.

C. Furnish - When used in the Division 16 plans and/or specifications the word "furnish" shall mean to purchase a piece of equipment or material and to have said equipment/material transported to the project site (or other location if so directed). All items to be furnished shall include any and all mounting hardware, support, and accessory required for installation and proper operation. Unless otherwise noted, when a piece of equipment or material is to be furnished by the contractor, it shall also be installed.

D. Provide - When used in the Division 16 plans and/or specifications the word "provide" shall mean to furnish and install complete and ready for use. This shall include any and all options, accessories, and mounting/installation hardware required for a complete and operating system element of the electrical system.

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E. Install - When used in the Division 16 plans and/or specifications the word "install" shall mean to unload and transport to the installation point of the job site the equipment/material. Any and all mounting hardware (whether specified or called for by name / model number, or not) shall be included. Perform every operation necessary, including any and all final adjustments, etc. required for proper operation.

F. Controlled – When used in the Division 16 plans and/or specifications, the word “controlled” shall mean to provide operating voltage by means of, but not limited to, feeders, disconnect, breakers, etc. to make the equipment/system operate and/or controlled.

**1.19 NOTIFICATION OF EQUIPMENT TO BE USED BY THE ELECTRICAL CONTRACTOR:**

A. The electrical bidder with the lowest bid shall notify the engineer within forty-eight (48) hours as to the manufacturer of equipment that he intends to use on the project. If notification is not received within the time limit, only the specified equipment shall be used. (NO EXCEPTIONS). Notification shall be by registered mail or telephone call and shall indicate the manufacturer of the following equipment that he intends to use:

1. Power equipment - Panels
2. Wiring devices.
3. Light Fixtures (All Types).
4. Fire Alarm Equipment

**1.20 MANUFACTURER’S VERIFICATION OF EQUIPMENT INSTALLATION AND START-UP:**

A. Noted equipment that is purchased and installed/connected by the Division 16 contractor shall have an authorized manufacturer’s representative inspect the installation to verify that the installation meets or exceeds all manufacturer’s requirements and recommendations for proper operation.

B. The authorized manufacturer’s representative shall also start/energize the equipment and verify that the equipment/system is operating and functioning as required by these specifications and the manufacturer’s requirements.

C. The authorized manufacturer’s representative shall also complete a form indicating that the equipment/system is operating and functioning as required by these specifications and the manufacturer’s requirements. The form to be completed shall be furnished to the authorized manufacturer’s representative by the Architect/Engineer.

D. The requirements noted in this paragraph shall apply to the following equipment/systems:

1. Lighting System
2. Wiring Devices
3. Additions to Fire Alarm System

**PART 2 - PRODUCTS**

**GENERAL PROVISIONS**

**16010-11**

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**2.01 GENERAL:**

A. All products shall be of new manufacturer (unless the plans and/or other sections of this specification call for existing or other identified products to be used), age of less than one year, and the latest model of a manufacturer. A new product shall not be used if the manufacturer has introduced a product as a replacement. All materials and apparatus for the work shall be furnished, delivered, erected, connected and finished in every detail, and shall be so selected and arranged as to fit into the building spaces in compliance with all code requirements.

B. All equipment that is provided by the contractor, subcontractors, or speciality subcontractor (fire alarm, etc) to be installed at the project site, shall be purchased, installed and maintained by the local (to the project site) authorized, licensed, factory distributor/installer/supplier. The contractor shall include with the submittals, verification in writing from the manufacturer, that the supplier and/or distributor is a factory authorized and licensed by the manufacturer to provide, install, and maintain (throughout the entire length of the warrantee period) the equipment. THERE SHALL BE NO EXCEPTIONS TO THIS REQUIREMENT.

C. By providing equipment to the project, a manufacturer guarantees to provide replacement parts for the equipment for a period of ten (10) years, even if the item provided goes out of manufacture.

D. Manufacturer's catalog numbers listed are not necessarily complete. Products provided shall be a standard product which has a history of successful installation and operation for a minimum period of two years. Prototype or custom made equipment is not acceptable unless so specified herein. Equipment shall be as described on the drawings or specifications, and shall include all accessories for a complete installation.

E. Manufacturer's instructions shall be obtained by the Contractor and used for the installation of all equipment and devices where such manufacturer's instructions are available.

F. Where a substituted product is used instead of the specified product, the contractor will assume any and all responsibility for the product to fit, function and perform as well as the specified product. The opinion of the engineer will be binding and shall govern all parties as to a substituted product performing as well as the specified product.

G. Completeness: Provide all boxes, off-sets, bends, raceways, devices, raceway supports, installation brackets and supports, flexible connections, wiring connectors, labels and terminals for the complete installation and operation of all products. Each unit of product shall be assembled and installed and all surfaces shall be clean and free of dents, scratches, and abrasions or marred areas.

**2.02 MATERIAL IDENTIFICATION:**

A. All equipment shall be marked and/or identified so that maintenance crews can locate equipment.

B. All equipment items; distribution, power, receptacle and lighting panelboards, switches, of the electrical system shall be labeled. Each distribution switch and circuit breaker in a switchboard, or individually mounted, shall be labeled. These labels shall be engraved, black laminated plastic labels, with 1/2 inch white

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letters. Attach the labels to the equipment with two sheet metal screws or rivets.

C. Circuit breakers in distribution panels (panels with hinged doors) shall be labeled by means of a typed circuit breaker directory. For all breakers serving lighting, receptacle, and HVAC circuits, the contractor shall include on the panel schedule by the breaker number the room number(s) served by the circuit. The room number(s) shall be the same number(s) as the room number(s) on the door, not the space number as shown on the plans. See Section 16160.

D. Wire and cable identification shall be made so that all wire and cable can be identified by means of color coding as noted in Section 16120. Wiring marker for use in wire and terminal identification shall be white cloth backed with a rubber based, pressure sensitive adhesive labels. Each wire or cable in a feeder at its terminal points, and in each pull-box, junction box, and panel gutter through which it passes shall be identified. Where two or more feeders enter or leave a device or enclosure, the cable shall be tagged to indicate destination of cable run. Each common wire, common circuit or common loop of a system, fire alarm, shall be identified.

E. Where used with an empty raceway for wires of a future system, each box or cabinet shall be identified on the inside by means of indelible markings indicating the system for which it is installed. Label any junction box, which includes wiring, with indelible markings on the outside showing system and voltage.

### **PART 3 - INSTALLATION**

#### **3.01 GENERAL:**

A. Before any work is started, the electrical contractor shall coordinate the work of other contractors that will affect the work of the electrical contractor. The electrical contractor shall inspect the work of all other trades to determine if the other work is ready for the electrical contractor to start his work.

B. Any and all electrical installation shall be coordinated with other trades, contractors and the Owner.

C. The contractor shall make himself familiar with existing conditions, site information, etc. so that conflicts are avoided.

D. All work shall be installed per all applicable code, rules, regulations, shop drawings and manufacturer's installation recommendations.

E. The electrical contractor shall be responsible for returning to original, pre-construction condition, any paved areas, sidewalks, planting, walls, and other areas disturbed during electrical installation work.

F. The electrical equipment shall be installed as close as possible to the location as shown on the plans. If during the installation, it is required to install equipment in locations other than the one shown on the plans, the contractor shall make a sketch of the proposed changes, submit it to the Engineer, and after the Engineer has given approval, then proceed with the installation.

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G. Working spaces and clearances shall not be less than the required minimums in the National Electric Code (NEC) or as shown on the plans.

**3.02 ADDITIONS, RENOVATIONS, AND REMODELING:**

A. All electrical work shall be phased, coordinated and phased so as to assure electrical service to any other buildings or parts of buildings that require use during construction.

B. All existing electrical system elements shall be protected from damage during any and all additions, renovations, and remodeling.

C. All new electrical equipment and installations shall be installed and (where shown on the plans to be) connected to existing work or existing electrical system elements in a neat and careful manner. Any existing electrical work or system elements that are disturbed or damaged shall be replaced or repaired to the pre-construction condition at no additional cost to the Owner.

**3.03 LOCATIONS OF EQUIPMENT REQUIRING ELECTRICAL SERVICE AND CONNECTIONS:**

A. Coordinate the exact installed location of equipment that requires electrical connections that is furnished and installed by other contractors. The electrical drawings try to show the correct location of all of these items, but it is the responsibility of the electrical contractor to coordinate with all other contractors to determine the exact installed location of all equipment furnished and installed by other contractors and wired by the electrical contractor. Such coordination shall include, but not limited to exact location, location of electrical connection, type of connection required, and electrical characteristics.

**3.04 OPENINGS, CUTTING AND PATCHING:**

A. Contractor shall arrange for openings in the building components to allow for admission of electrical work as the project progresses.

B. Any cut portion of the building, wall, sidewalk, paved drives, ceiling, floors, roofs, etc., to admit/install any raceway or apparatus, shall be restored in a manner such that the end product complies with the specification for that type of work. Where existing work is cut, restore to the original (pre-construction) condition. The electrical contractor shall be responsible for returning to original, pre-construction condition, any of the above noted areas or other areas disturbed during electrical installation work.

C. Structural, load bearing, or supporting device shall not be cut without approval in writing from the Architect.

**3.05 EXAMINATION OF EXISTING CONDITIONS:**

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A. The Electrical Contractor is responsible for visiting and examining the site to determine those portions of the site or present buildings affected by this work so as to become familiar with existing conditions and difficulties that will attend the execution of the work, before submitting proposals.

B. Submission of a proposal will be considered as evidence that such examination has been made and later claims for labor, equipment, or materials because of difficulties encountered, which could have been foreseen had such examination been made, will not be recognized.

**3.06 LOCATIONS OF OUTLET BOXES FOR EQUIPMENT AND GENERAL WIRING:**

A. All outlets for lighting, power, and equipment, not specifically dimensioned are located diagrammatically on the drawings.

B. Lighting fixtures shall be located in accordance with reflected ceiling plans or tile pattern outlines. If neither is indicated, lighting fixtures shall be symmetrical within the space in which they are located. The Contractor shall be responsible for coordinating with the architectural and mechanical plans and to the shop drawing of the equipment to be installed for the exact location of the outlets required for equipment installation.

C. Lighting fixtures and convenience outlets shall be located so that they will be symmetrical with architectural details.

D. Equipment outlets shall be located so as to serve the equipment directly. It is the Contractor's responsibility to coordinate outlet location with equipment so that all outlets are accessible and disconnect switches have clearance for operation.

**3.07 PAINTING:**

A. Exposed conduit, ungalvanized troughs, metal frames and support racks and wooden surfaces provided under this section shall be painted. Paint color shall match and be the same paint as the room finish paint unless noted elsewhere on the plans or in the specifications. Clean surfaces completely of all oil, wax, rust and old paint prior to repainting. Paint shall be applied to backup boards before switches, troughs, and devices are installed. Paint shall include a primer and two coats of finished paint. Touch-up scratched, or marred surfaces of lighting fixtures and equipment with paint obtained from the equipment manufacturer especially for that purpose.

**3.08 ELECTRICAL SYSTEM TESTING:**

A. At the time of the final inspection, or at such times as parts of the system may be completed, all electrical systems shall be tested for compliance with the specifications. The Contractor shall provide all personnel and equipment; current, voltage and resistance measuring instruments, ladders and lights to assist the Engineer in conducting the tests. Authorized representatives of the manufacturer of the fire alarm system shall be present to demonstrate compliance with specifications of their specific system.

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B. The Contractor shall remove equipment covers as directed for inspection of internal wiring. Accessible ceiling shall be removed as directed for inspection of equipment above the ceilings. After inspection and correction of any problems found, the Contractor shall replace all cover plates, access plates and removable ceiling.

C. The life safety system shall be demonstrated to function in accordance with the specifications. Each device shall be tested for proper operation.

**3.09 CLEANING:**

A. At completion of the work the Contractor shall clean all exposed elements of the electrical system so that all markings deteriorating the original finish appearance are removed. All lighting fixtures, lenses, and reflectors shall be cleaned inside and out and all lamps shall be left clear of dust, dirt, and grime.

B. The Contractor shall specifically examine the interiors of panelboard cans, equipment cabinets, lighting fixtures, junction boxes, and like components where conduit and wire connections have been made, and all resulting wire ends, insulation cuttings, knock-out plugs, metal filings and any other trash shall be removed so that interiors and exteriors are left free of all debris.

**END OF SECTION 16010**

**ELECTRICAL DEMOLITION FOR REMODELING AND ADDITIONS**

**SECTION 16060**

**PART 1 - GENERAL**

**1.01 SECTION INCLUDES:**

A. Scope of work of the electrical demolition shall include the demolition and removal of any and all electrical work as indicated on the plans and as required for the new work to be done.

**1.02 RELATED SECTIONS:**

A. Division 1 - Alteration Project Procedures.

**PART 2 - PRODUCTS**

**2.01 MATERIALS AND EQUIPMENT:**

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

**PART 3 - EXECUTION**

**3.01 EXAMINATION:**

A. Before submitting a bid, the Division 16 Contractor is responsible for visiting the site to become familiar with conditions which may affect the scope and the cost of the electrical demolition work. Request for change orders for any and all additional work required for the electrical demolition due to not visiting, inadequate investigations of the existing conditions, or inadequate familiarization with existing conditions, will not be approved. The Architect/Engineer will determine if additional cost is due to not visiting, inadequate investigations of the existing conditions, or inadequate familiarization with existing conditions, and the decision of the Architect/Engineer will be final.

B. Verify field measurements and circuiting arrangements are as shown on Drawings.



- C. Verify that abandoned wiring and equipment serve only abandoned facilities.
- D. Demolition Drawings are based on casual field observation and existing record documents. Report discrepancies to Architect/Engineer before disturbing existing installation.
- E. Beginning of demolition means installer accepts existing conditions.

### **3.02 PREPARATION:**

- A. Disconnect electrical systems in walls, floors, and ceilings scheduled for removal.
- B. Coordinate utility service outages with Owner.
- C. 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.
- D. Existing Electrical Service: Disable system only to make switch overs and connections. Obtain permission from Owner and Architect/Engineer at least 48 hours before partially or completely disabling system. Minimize outage duration. Make temporary connections to maintain service in areas adjacent to work area.
- E. Existing Fire Alarm System: Maintain existing system in service until new devices are accepted. Disable system only to make switch overs and connections. Notify Owner and local fire service at least 48 hours before partially or completely disabling system. Minimize outage duration.

### **3.03 DEMOLITION AND EXTENSION OF EXISTING ELECTRICAL WORK:**

- A. Demolish and extend extinguish existing electrical work under provisions of Division 1 and this Section.
- B. Remove, relocate, and extend existing installations to accommodate new construction.
- C. Remove all abandoned wiring to source of supply.
- D. Remove exposed abandoned conduit, including abandoned conduit above and below accessible ceiling finishes. Cut conduit flush with walls and floors, and patch surfaces.
- E. Disconnect abandoned outlets and remove devices. Remove abandoned outlets if conduit servicing them is abandoned and removed. Provide blank cover for abandoned outlets which are not removed.
- F. Disconnect and remove electrical devices and equipment servicing utilization equipment that has been removed.

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- G. Remove all abandoned light fixture brackets, stems, hangers, and other accessories.
- H. Repair adjacent construction and finishes damaged during demolition and extension work.
- I. Maintain access to existing electrical installations which remain active. Modify installation or provide access panel as appropriate.
- J. Extend existing installations using materials and methods compatible with existing electrical installations, or as specified.

**3.04 CLEANING AND REPAIR:**

- A. Repair existing materials and equipment which remain or are to be reused.
- B. Panelboards: Check tightness of electrical connections. Replace damaged circuit breakers and provide closure plates for vacant positions. Provide typed circuit directory showing revised circuiting arrangement.

**3.05 INSTALLATION:**

- A. Install relocated materials and equipment.

**END OF SECTION 16060**

**FIRE SPREAD PREVENTION MATERIAL**

**SECTION 16110**

**PART 1 - GENERAL**

**1.01 WORK UNDER THIS SECTION:**

A. The work under this section shall include the requirement to install fire spread prevention material wherever the electrical contractor installs or penetrates a material (wall, etc.) to install electrical equipment or materials.

B. Work under this section consists of furnishing all materials necessary for the execution and completion of fire stopping work as required for the installation of a complete raceway system. This shall include, but not be limited to the following:

1. Conduits through fire rated walls.

**1.02 SUBSTITUTIONS:**

A. Section 16010 shall apply.

**1.03 SUBMITTALS:**

A. Section 16010 shall apply.

B. Submit catalog cuts and descriptive literature for approval in accordance with Section 16010, GENERAL PROVISIONS.

C. Sufficient information, clearly presented, shall be included to determine compliance with drawings and specifications.

D. The specific item proposed and its area of application shall be marked on the catalog cuts.

**1.04 RECORD DRAWINGS:**

A. Section 16010 shall apply.

**1.05 DESCRIPTION OF WORK:**

- A. The following locations within the building require the installation of a fire stopping system as described herein to achieve a tight seal that will maintain the fire resistance rating of the assembly containing through-penetrations or voids:
1. All pipe, tube, duct, conduit, cable, wiring or similar through-penetrations of fire resistive walls, floors, floor-ceiling or roof-ceiling assemblies.
  2. The void (gap) at the interface of the floor slab and the interior face of the exterior wall system.
  3. Seismic joints and expansion joints in fire resistive walls, floors and floor-ceiling or roof-ceiling assemblies.
  4. The void (gap) at the interface of fire resistive walls and fire resistive floors, floor-ceiling or roof-ceiling assemblies.
- B. Ratings: The F ratings of the fire stopping system depend on the assembly penetrated which can be determined from the drawings. F ratings shall be 1 hour, 2 hour, or 3 hour where indicated. The T rating of any fire stop system shall be a minimum of ½ hour. T ratings may be required to be more than ½ hour. The authority having jurisdiction shall be consulted. ASTM E814 Testing shall be the criteria used in any case.

#### **1.06 QUALITY ASSURANCE:**

- A. Fire Resistance Rating: Whenever a fire rated wall, floor, floor-ceiling or roof-ceiling assembly is shown with through-penetrations, provide materials and application procedures which have been tested and classified by UL and approved by FM for the assembly.
- B. The fire stopping system shall have been tested in accordance with the procedures of ASTM E814-81 (UL 1479-1983) and shall be UL classified and FM approved as a Through-Penetration Fire Stop System.
- C. The fire stopping compound shall have a shelf life in excess of 2 years and shall be delivered to the job site and used at least 6 months prior to the expiration of its shelf life.
- D. The fire stopping material shall be delivered to the job site ready to install and require no critical mixing procedures or precise installation time constraints.
- E. The fire stopping material, once installed, shall not shrink after curing so as to allow voids or through openings to form.
- F. The fire stopping material shall be sufficiently flexible and pliable after curing so as to allow for normal expansion and contraction of the building assemblies and the penetrating objects without cracking, becoming displaced or allowing voids or through openings to occur.
- G. The thickness of the finished fire stopping material shall meet the minimum specified for the hourly fire resistance rating of the wall, floor, floor-ceiling or roof-ceiling assembly being fire stopped. Coordinate with Architectural drawings.
- H. All fire stopping materials and installations shall conform to the applicable requirements of the local

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building code and all authorities having jurisdiction.

I. All fire stopping materials shall be approved by the appropriate authorities for the applicable fire resistance ratings and thicknesses required for the various assemblies to be fire stopped.

**1.07 PRODUCT HANDLING:**

A. Delivery and Storage of Materials: Deliver materials to the site in sealed containers fully identified with manufacturer's name, brand, type, grade and UL and FM labels where applicable. Store materials in a dry space under cover and off the ground.

**PART 2 - PRODUCTS**

**2.01 MATERIALS:**

A. Material to be used to prevent the spread of fire for conduits and raceways through walls shall be Flame-Safe as manufactured by IPC, or approved equal.

**PART 3 - INSTALLATION**

**3.01 GENERAL:**

A. Installation shall be in accordance with the printed instructions as supplied by the manufacturer.

**3.02 PREPARATION:**

A. Clean surfaces to receive fire stopping compound.

B. Protect other surfaces and equipment from being damaged by the application or over spray of fire stopping compound. Remove excess and spillage promptly.

**3.03 INSTALLATION OF FIRE STOPPING:**

A. The application of the fire stopping system shall be in accordance with the printed instructions of the material manufacturer and the fire test report information.

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B. All surfaces to which the fire stopping compound will be applied shall be thoroughly cleaned of oil, grease, dirt, loose paint, mill scale or any other matter which would impair bonding.

C. Thicknesses: Apply the fire stopping compound in the thicknesses required to comply with the fire-resistance ratings indicated.

D. All patching and repairing of fire stopping due to cutting by other trades shall be performed under this section and paid for by the trade(s) that performed the cutting.

**3.04 CLEANING AND PROTECTION:**

A. Cleaning: Properly and thoroughly clean all surfaces spattered with fire stopping compound, remove all materials and equipment from the premises and building, and leave the work in a clean and satisfactory condition.

**END OF SECTION 16110**

## **SECTION 16111 - CONDUIT**

### **PART 1 - GENERAL**

#### **1.01 WORK UNDER THIS SECTION:**

A. The work under this section shall include all raceways, conduits, fittings, and all other equipment required to install a raceway system. This shall include, but not limited to the following:

1. Electrical metallic tubing and fittings.
2. Flexible metal conduit and fittings.
3. Liquid tight flexible metal conduit and fittings.

#### **1.02 DESCRIPTION OF WORK:**

A. Unless otherwise noted on the drawings or specified elsewhere in Division 16, route all conductors in conduit. The electrical plans indicate the general location of circuiting, electrical devices, and/or outlet boxes. If approved by the Engineer, conduit runs may be modified at the time of construction to adapt to the construction conditions, but in no case shall a circuit be combined with another circuit or modified.

#### **1.03 RELATED WORK:**

- A. Cutting and Patching.
- B. Sheet Metal Flashing and Trim.

#### **1.04 REFERENCES:**

- A. ANSI C80.3 - Electrical Metallic Tubing, Zinc-Coated.
- B. ANXI/NEMA FB 1 - Fittings and Supports for Conduit and Cable Assemblies.
- C. FS WW-C-563 - Electrical Metallic Tubing.
- D. FS WW-C-566 - Specification for Flexible Metal Conduit.

#### **1.05 RECORD DRAWINGS:**

- A. Section 16010 shall apply. The changes in the raceway system is the most important section to be shown

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on the "Record" drawings and the contractor shall approach it in this manner.

**PART 2 - PRODUCTS**

**2.01 GENERAL:**

- A. All raceways and fittings shall be UL listed as to their intended use.
- B. Refer to the schedule in Paragraph 3.01 for the minimum size for each installed area.

**2.02 SPECIFIED PRODUCTS AND AREAS OF USE:**

- A. Specified products and their areas of use shall be as follows:
- B. Concealed Dry Interior Locations: Electrical metallic tubing.
- C. Exposed Dry Interior Locations: Electrical metallic tubing.
- D. Fittings shall be compression type, concrete tight for all EMT raceways.

**2.03 ELECTRICAL METALLIC TUBING (EMT) AND FITTINGS:**

- A. EMT: [ANSI C80.3.] [FS WW-C-563.] galvanized tubing.
- B. Fittings and Conduit Bodies: ANSI/NEMA FB 1; steel compression type.
- C. EMT connections shall be made tight to boxes and cabinets using insulated throat ferrous metal fittings specifically designed for use with EMT conduit. Use insulating insert at all joints to prevent any abrasion of wires during installation.
- D. For EMT installation encased in concrete, join EMT with moisture proof type fittings so as to be completely sealed against intrusion of moisture.

**2.04 FLEXIBLE METAL CONDUIT AND FITTINGS:**

- A. For use in short runs where the installation of non flexible conduit is not possible or recommended, for final connection to vibrating equipment and transformers, and from outlet boxes to recessed lighting fixtures. Slack shall be included as required. Furnish with ground conductor for line and load connections.



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B. Flexible metal conduit shall be constructed of a single galvanized strip of metal formed into a locking coil. Minimum size shall be ½ inch.

C. Fittings and Conduit Bodies: ANSI/NEMA FB 1. Fittings shall be two-screw, double clamp malleable iron, hot dipped galvanized.

**2.05 LIQUID TIGHT FLEXIBLE CONDUIT AND FITTINGS:**

A. Conduit: Flexible metal conduit with liquid tight PVC jacket.

B. Liquid tight flexible conduit shall be used for connections to motors, and for final connection to all kitchen equipment. Furnish with ground conductor for line and load connections.

C. Fittings and Conduit Bodies: ANSI/NEMA FB 1. Fittings shall be of the type that uses a threaded grounding cone, a steel, nylon or plastic compression ring, insulated throat, and a gland for tightening. Fittings shall be made of steel, have insulated throats and have a male thread and locknut or male bushing with a ring seal. Each connector shall provide a low resistance ground connection between the flexible conduit and the outlet box, conduit or other equipment to which it is connected.

D. Furnish with ground conductor for line and load connections.

**2.06 CONDUIT SUPPORTS:**

A. Conduit Clamps, Straps, and Supports: Steel or malleable iron.

**PART 3 - INSTALLATION**

**3.01 CONDUIT SIZING, ARRANGEMENT, AND SUPPORT:**

A. Size conduit for conductor type installed; ½ inch minimum size.

B. For all sizes of conduit larger than 1-1/2 inches, use standard elbows, unless otherwise specified herein. In smaller sizes, field bends will be permitted but care must be taken not to damage the conduit. The radius of the inner curve of any bend shall not be less than that permitted by the NEC.

C. Where conduit sizes are not shown on the drawings, provide conduit sizes in accordance with the 1993 National Electric Code and equipment manufacturers' recommendations.

D. Minimum sizes of conduits where size is not shown on the plans shall be as follows:

Area Of Installation	Minimum Size
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- |                              |      |
|------------------------------|------|
| 1. Framed walls              | 1/2" |
| 2. Above accessible ceilings | 1/2" |
| 3. Concealed in floor slabs  | 3/4" |
| 4. In grade                  | 3/4" |
| 5. Cast in concrete          | 3/4" |
| 6. Exposed                   | 3/4" |
| 7. Flexible conduit          | 1/2" |

NOTE: The outside diameter of any conduit buried in concrete shall not exceed one-third the thickness of the structural slab, wall or beam in which it is placed. Conduit shall be located within the middle of the member.

E. Arrange conduit to maintain headroom and present a neat appearance.

F. Route exposed conduit, and conduit above accessible ceilings parallel and perpendicular to walls and adjacent piping.

G. Maintain minimum 6-inch clearance between conduit and piping. Maintain 12-inch clearance between conduit and heat sources such as flues, steam pipes, and heating appliances.

H. Arrange conduit supports to prevent distortion of alignment by wire pulling operations. Fasten conduit using galvanized straps, lay-in adjustable hangers, clevis hangers or bolted split stamped galvanized hangers.

I. Group conduit in parallel runs where practical and use conduit rack constructed of steel channel with conduit straps or clamps.

J. Do not fasten conduit with wire or perforated pipe straps. Remove all wire used for temporary conduit support during construction before conductors are pulled.

K. Support conduit at a maximum of 5 feet on center.

L. Conduit drops to wiring devices may be supported vertically from wall studs. All horizontal conduit (parallel to floor and/or ceiling) must be supported by conduit hangers from above. **DO NOT ATTACH OR SUPPORT HORIZONTAL RUNS OF CONDUIT TO WALLS OR WALL STUDS. NO EXCEPTIONS.**

### **3.02 CONDUIT INSTALLATION:**

A. Cut conduit square using a saw or pipe cutter, de-burr cut ends.

B. Bring conduit to the shoulder of fittings and couplings and fasten securely.

C. Use conduit hubs, or sealing locknuts, for fastening conduit to cast boxes, and for fastening conduit to sheet metal boxes in damp or wet locations.

D. Terminations at boxes and cabinets, not having threaded hubs, shall be by means of a locknut on the exterior of the enclosure and a locknut and bushing on the interior of the enclosure.

- E. Install no more than the equivalent of three 90-degree bends between boxes.
- F. Use conduit bodies to make sharp changes in direction, as around beams.
- G. Use hydraulic one-shot conduit bender or factory elbows for bends in conduit larger than 1-1/2 inch size.
- H. Avoid moisture traps where possible; where unavoidable, provide junction box with drain fitting at conduit low point.
- I. Use suitable conduit caps to protect installed conduit against entrance of dirt and moisture.
- J. Install expansion-deflection joints where conduit crosses building expansion or seismic joints.
- K. Where conduit penetrates fire-rated walls and floors, seal opening around conduit with material as specified in Section 16110.
- L. Route conduit through roof openings for piping and ductwork where possible; otherwise, route through roof jack with pitch pocket.
- M. Use PVC-coated rigid steel factory elbows for bends in plastic conduit runs longer than 150 feet, or in plastic conduit runs that have more than two bends regardless of length.
- N. Wipe plastic conduit clean and dry before joining. Apply full even coat of cement to entire area that will be inserted into fitting. Let joint cure for 20-minute minimum.
- O. If obstructions are encountered which prevent installation of the pull wire and/or conductors, the blocked section of raceway shall be removed and replaced. Any cutting or patching involved in such replacement will be included as a part of the electrical scope of work and included in the contract.

**3.03 CONDUIT SLEEVES AND OPENINGS THROUGH WATERPROOF WALLS,  
FLOORS AND MEMBRANES:**

- A. For exterior non-membrane openings, furnish and install cast iron pipe sleeves for conduits passing through non-membrane waterproofed exterior walls, footings, roofs or beams. Sleeves through exterior walls below grade shall have continuously welded center flange buried in construction. Make conduit watertight in sleeve with oakum packing and caulked lead joints on both sides of wall.
- B. For interior membrane openings, furnish and install cast iron sleeves passing through interior membrane water proofed floors with integral flashing flange and clamping ring. Adjust sleeves to floor construction with galvanized steel or wrought iron pipe nipples top and bottom, extending two inches above finished floor. Clamp sleeves to flashing with clamping device.

C. For exterior membrane openings, furnish and install cast iron sleeves passing through exterior membrane waterproofed walls, floors and roof with integral flashing flange and clamping ring, modified for the required thickness. Make conduit watertight in sleeve with oakum packing and caulked lead joint.

**3.04 CONDUIT SLEEVES AND OPENINGS THROUGH FIRE RATED WALLS, FLOORS  
AND MEMBRANES:**

A. Sleeves in slab or in fire rated walls shall be packed with incombustible compound and caulked at ends with an incombustible compound. Provide a watertight seal at top of sleeves in slab. Seal off excess areas of floor openings around conduit and cable risers at each floor slab.

B. Incombustible compound shall be as specified in Section 16110.

**3.05 CUTTING OF HOLES:**

A. All holes shall be cut with a diamond core drill.

B. See Section 16110 for Fire Spread Prevention specification. Section 16110 shall apply.

**3.06 GENERAL:**

A. Install bushings (plastic) on all bare conduit ends.

B. All conduits shall be supported as needed and as per code.

C. Install ground wires in all raceways and where noted on the drawings.

**END OF SECTION 16111**

**WIRE AND CABLE - 600 VOLTS AND LESS**

**SECTION 16120**

**PART 1 - GENERAL**

**1.01 WORK UNDER THIS SECTION:**

A. Work under this section shall include the furnishing of all labor, materials, and equipment necessary to properly install of all required wire and cable rated 600 volt to complete the wiring and electrical system. This shall include, but not be limited to the following:

1. Building wire.
2. Wiring connections and terminations.

**1.02 RELATED WORK:**

A. Refer to other applicable Sections for requirements for special purpose cables and conductors used as part of Special Systems, such as Fire Alarm, etc. as applicable to Project.

B. Related work shall include the following:

1. All division 16000 sections.
2. Division 1.
3. Grounding.

**1.03 REFERENCES:**

A. NEMA WC 3 - Rubber-Insulated Wire and Cable for the Transmission and Distribution of Electrical Energy.

B. NEMA WC 5 - Thermoplastic-Insulated Wire and Cable for the Transmission and Distribution of Electrical Energy.

**1.04 SUBMITTALS:**

A. Furnish submittals and product data under the provisions of Section 16010.

B. Submittals for modular wiring system including layout of distribution devices, branch circuit conduit and cables, circuiting arrangement, and outlet devices.

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- C. Submit manufacturer's instructions.
- D. Submit manufacturer's instructions for splicing and terminating aluminum conductors.

**1.05 DELIVERY, STORAGE, AND HANDLING:**

A. Deliver in new standard coils or reels with approved tag indicating length, size, type, insulation, and manufacturer's name. Store protected from the weather and physical damage. Do not install damaged materials.

**1.06 QUALITY ASSURANCE:**

- A. Conductor manufacturer shall be Cablec, Essex, General Cable, Rome, Southwire, Pirelli, or Triangle.
- B. Connector manufacturer shall be American Insulated Wire Corporation, Amp, Burndy, Ideal, OZ/Gedney, Scotch, 3M, or Thomas and Betts.

**PART 2 - PRODUCTS**

**2.01 BUILDING WIRE:**

- A. All sizes shall be given in American Wire Gauge (AWG) or in thousand circular mils (MCM).
- B. Thermoplastic-insulated Building Wire: NEMA WC 5.
- C. Rubber-insulated Building Wire: NEMA WC 3.
- D. Branch circuit conductors shall be not smaller than No. 12 AWG except that conductors for branch circuits whose length from panel to center of load exceeds 100 feet for 120/208 volt system or 150 feet from 277/480 volt system, shall not be smaller than No. 10 AWG from the panel to the first outlet box in the circuit.
- E. Feeders and Branch Circuits Larger Than 6 AWG: Copper, stranded conductor, 600 volt insulation, THHN. Aluminum is not acceptable.
- F. Feeders and Branch Circuits 6 AWG and Smaller: Copper conductor, 600 volt insulation, THHN. 6 and 8 AWG, stranded conductor; smaller than 8 AWG, solid conductor. MINIMUM SIZE SHALL BE #12 FOR ALL WIRING ABOVE 48 VOLTS. Aluminum is not acceptable
- E. Control Circuits: Copper, stranded conductor 600 volt insulations, THW. For control and signal circuits

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above 50 VAC, conductors shall be #14 AWG minimum size, Type XHHW or THWN-THNN as permitted by NFPA 70, within voltage drop limits, increased to #12 AWG as necessary for proper operation. For control and signal circuits 50 VAC and below, conductors, at the Contractor's option, may be #16 AWG, 300 volt rated, PVC insulated, except where specifically noted otherwise in Contract Documents.

**2.02 COLOR CODE:**

A. All conductors for grounded power and light system shall be color coded in accordance with the following table. Verify with Local NEC Inspection Authority prior to securing materials. Color coding shall be as follows:

208/120 Volt	Phase	277/480 Volt
Black	A	Brown
Red	B	Orange
Blue	C	Yellow
White	Neutral	Gray
Green	Ground	Green

NOTE: Neutral shall have white stripe or marking when required by NEC 200-6(d).

B. Per NEC 310-12, grounded or grounding conductors number 6 AWG and smaller shall be purchased with the proper insulation color. Wires number 4 AWG and larger may be identified with proper colored tape. Conductors passing through boxes containing other circuits shall be identified by vinyl-cloth self-adhesive markers. Markers shall be of manufactured type for this use, of wrap-around types. These shall be either pre-numbered or write-on types with clear plastic cover. Numbering shall indicate circuit designation.

**2.03 SPLICES:**

A. All connectors shall be rated for 600 volts, shall have a mechanical strength and insulation equal or superior to the conductor, and shall be taped.

B. Splicing of #8, #6, and #4 AWG or larger conductors shall be made with mechanical connectors covered by rubber tape, friction tape, and plastic tape. At the Contractor's option, solderless mechanical type connectors with insulated covers may be used.

C. Splicing of conductors #3 AWG and larger shall be done with conductor power distribution blocks with screw terminals on input and output. Termination block shall be manufactured by Ilsco ([www.ilsco.com](http://www.ilsco.com)).

D. Splicing of branch circuit conductors to leads from a light fixture shall be made with connectors rated 90 degrees Centigrade equal to Ideal "Wire-Nuts".

E. Splicing of #10 AWG and smaller solid conductors shall be made with wire or wing nuts, and shall be suitable for applied insulation. Wire nuts shall be Ideal "Wire-Nuts", 3M Co. "Scotchlok", or T & B "Piggy" connectors. "Sta-Kon" or other permanent type crimp connector shall not be used.

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**2.04 TERMINATIONS:**

A. Provide an open-ended spade type termination device on any conductor which shall terminate under a screw or on a terminal block (ie - receptacle, switch, etc., terminals.)

B. #8 AWG and larger cables shall terminate in "indent type" hex-screw, or bolt-clamp type bronze lugs approved equal to Burndy or O-Z. Cast type lugs shall have machined contact surfaces. #250 MCM and larger sizes shall have 2 clamping elements or compression indents.

C. The use of combination copper/aluminum lugs (except where inbuilt in a circuit breaker or switch devices) is not acceptable. Submit samples of proposed cast type lug proposed for use for approval of A/E. Pressed metal copper lugs, and prohibited material units will be cause for rejection of work. All contact surfaces shall have a "ground" (machined) finish and shall be equal to Burndy Co. products of a cast type.

D. The Contractor shall transmit these requirements to panel and switchboard manufacturers. Nonconforming items shall be replaced.

E. Terminations for motors with No. 10 AWG or smaller conductors shall be a spring type pressure connector. Terminations for motors requiring No. 8 AWG and larger terminations shall be taped connections of spade lugs of motor leads to looped input conductors, using machine bolt and nut arrangement.

**2.05 TAPING:**

A. The taping of mechanical type connectors shall require 2 layers of rubber tape, 2 layers of friction tape, and 1 layer of plastic tape.

B. Electrical insulating tape shall be Scotch no. 88 or 99, or approved equal. Installed splices shall have equal or better mechanical strength than the factory applied insulation.

**2.06 CONDUCTOR / CABLE IDENTIFICATION:**

A. Each wire or cable in a feeder at its terminal points, and in each pull-box, junction box, and panel gutter through which it passes shall be identified to show the circuit number of the breaker that it connects to. Each common wire, common circuit to common loop of a system, fire alarm, sound system, TV system, or any signal system conductor, shall be identified.

**PART 3 - INSTALLATION**

**3.01 GENERAL:**



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A. All installation shall be in accordance with the NEC.

B. Where a circuit home run is shown on the plans without any conductor or raceway identification, it shall be a minimum of 2 # 12, 1 # 12 Ground, ½" Conduit, with the exception of circuits over 100 feet for 120 volt and 150 feet for 277 volt. See paragraph 3.02.

**3.02 GENERAL WIRING METHODS:**

A. All conductors shall be installed in raceway. Do not install more than three phase conductors, one neutral, and one ground conductor in any conduit unless specifically noted.

B. Conductor sizes indicated on circuit homeruns or in panelboard schedules shall be installed over the entire length of the circuit unless noted otherwise on the drawings, or as specified herein for long runs.

C. Conductors shall be continuous and unspliced where located within conduit. Splices shall occur only within troughs, wireways, junction boxes, outlet boxes, or equipment enclosures where sufficient additional room is provided for all splices.

D. Allow adequate conductor lengths in all junction boxes, electrical equipment, pull boxes and terminal cabinets. All termination of conductors in which conductor is in tension will be rejected and shall be replaced with conductors of adequate length. This requirement shall include the providing by the Contractor of sleeve type vertical cable supports in vertical raceway installations provided in pullboxes at proper vertical spacings.

E. Before installing raceways and pulling wire to any mechanical equipment, verify electrical characteristics with final submittal on equipment to assure proper number and AWG of conductors (such as multiple speed motors, different motor starter arrangements, etc.).

F. A calibrated torque wrench shall be used for all bolt tightening.

G. Neatly train and lace wiring inside boxes, equipment, and panelboards.

H. Make conductor lengths for parallel circuits equal.

**3.03 WIRING INSTALLATION IN RACEWAYS:**

A. Pull all conductors into a raceway at the same time. Use UL listed wire pulling lubricate for pulling 4 AWG and larger wires.

B. Install wire in raceway after interior of building has been physically protected from the weather and all mechanical work likely to damage conductors has been completed.

C. Completely and thoroughly swab raceway system before installing conductors.

D. No wire shall be pulled until the conduit system is complete from pull point to pull point and major equipment terminating conduits have been fixed in position.

E. Mechanical pulling devices shall not be used on conductors sized #8 and smaller. Pulling means which might damage the raceway shall not be used.

F. Use only powdered soapstone or other pulling lubricant acceptable to the Architect/Engineer. Compound or lubricant shall not cause the conductor or insulation to deteriorate.

G. No pulling lubricant shall be used on Isolated Power branch circuits.

H. All conductors to be installed in a common raceway shall be pulled together. The manufacturer's recommended pulling tensions shall not be exceeded.

I. Bending radius of insulated wire or cable shall not be less than the minimum recommended by the manufacturer.

J. Where coaxial type conductors are installed, special requirements shall apply as outlined under that specific system detail specifications.

### **3.04 VERTICAL RISERS:**

A. Provide vertical cable riser supports per Article 300-19 in NFPA 70. Cable supports shall be O-Z/Gedney Type "S" or equal. These shall be located in accessible pullboxes of adequate size. Provide for adequate structural connection of cable supports to pullbox, which will transfer cable weight to building.

### **3.05 CABLE INSTALLATION:**

A. Provide protection for exposed cables where subject to damage.

B. Support cables above accessible ceilings; do not rest on ceiling tiles. Use spring metal clips or plastic cable ties to support cables from structure or ceiling suspension system. Include bridle rings or drive rings.

C. Use suitable cable fittings and connectors.

### **3.06 WIRING CONNECTIONS AND TERMINATIONS:**

A. Thoroughly clean wires before installing lugs and connectors.

B. Make splices, taps and terminations to carry full ampacity of conductors without perceptible temperature

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rise.

C. Terminate spare conductors with electrical tape.

**3.07 FIELD QUALITY CONTROL:**

A. Field inspection and testing will be performed under provisions this Section.

B. Inspect wire and cable for physical damage and proper connection.

C. Torque test conductor connections and terminations to manufacturer's recommended values.

D. Perform continuity test on all power and equipment branch circuit conductors. Verify proper phasing connections.

**END OF SECTION 16120**

**WIRE CONNECTIONS AND DEVICES**

**SECTION 16123**

**PART 1 - GENERAL**

**1.01 WORK UNDER THIS SECTION:**

A. Work under this section shall include the furnishing and installing of all required wire and cable connections and devices to make connections/terminations to complete the wiring and electrical system. This shall include, but not be limited to the following:

1. Exothermic Cable Welding.
2. Wiring connections and terminations.

**1.02 RELATED WORK:**

A. Related work shall include the following:

1. All division 16000 sections.
2. Division 1.
3. Grounding (16450).
4. Wire and Cable (16120).

**1.03 SUBMITTALS:**

- A. Furnish submittal drawings and product data under the provisions of Section 16010.
- B. Submit manufacturer's instructions.
- C. Submit manufacturer's instructions for splicing and terminating aluminum conductors.

**PART 2 - PRODUCTS**

**2.01 MATERIAL:**

A. Make cable and wire connections for splicing or terminating with compression deforming type connectors as manufactured by Burndy Corp., Thomas & Betts Co., Inc., Dossert Manufacturing Corp., IlSCO Corp., or accepted substitute.

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B. Power connectors for cable sizes 250 MCM and larger shall be the long barrel type for double indentation or welded by the CADWELD(R) Process.

C. Welded connections including welded lugs where required, must be used on grounding cables #6 AWG or larger. Soldered connections will not be permitted.

D. Twist-on insulated connectors, of proper size and resistant to vibration, may be used for wires smaller than #6 AWG. Use twist-on connectors as manufactured by Minnesota Mining & Manufacturing Co., Thomas & Betts Co., Inc., Ideal Industries, Inc., or approved equal.

E. Provide terminal connectors with the hole sizes and spacing in accordance with NEMA standards. Provide terminal connectors with two holes in tongue for use on conductor sizes 250 MCM and larger. Terminal connectors are not required for connections to circuit breakers in the lighting and/or receptacle panels.

F. Insulate connections made with non-insulated connectors. Use three layers of plastic tape, each layer being half lapped. Use No. 35+ plastic tape as manufactured by Minnesota Mining and Manufacturing Co., or similar and equal plastic tape as manufactured by Plymouth Rubber Co.

**2.02 GROUNDING CONNECTION:**

A. Provide CADWELD(R) exothermic welding system for use in making electrical grounding connections of copper to copper or copper to steel for all conductors #6 AWG and larger, including lugged connections.

B. The CADWELD(R) exothermic welding system furnished under these specifications shall meet the applicable requirements of IEEE-80, Chapter 9, Section of conductors and joints. Exothermic connections are approved in NEC 250-81, 250-91, 250-113 and 250-115.

C. Two styles of CADWELD(R) connections shall be available: one primarily for indoor and the other for outdoor application

1. CADWELD(R) connections to be used outdoors shall be suitable for exposure to the elements or direct burial without degradation over the lifetime of the grounding system.
2. CADWELD(R) connections to be made in finished buildings or confined spaces shall use the low smoke, low emission CADWELD(R) EXOLON(R) process which is metallurgically equal to the above connection.

D. Molds shall be made from graphite or other material with standing welding temperatures and shall be designed to provide an average life of not less than 50 exothermic welds under normal conditions. Molds shall bear permanent marking, indicating the name of the manufacturer, the mold model, the type and size of welding mixture compatible with the welding process, and the size of the conductor. Instructions detailing general safety information, and welding procedures shall be provided with each mold.

1. The installer is prohibited from using a mold from one manufacturer with a different manufacturer's welding mixture. This practice can provide an unacceptable finished product.

E. Containers for weld metal shall be moisture resistant and shall be packaged to prevent damage or spillage during shipping. Weld metal and starting material shall be premeasured and packaged together in a non-absorbing container. The starting material, if used, shall be at the bottom of the container to allow the starting material to be dispersed uniformly over the top of the welding mixture when placed in the crucible for a more uniform ignition and exothermic welding process.

F. Starting material, if used, shall consist of aluminum and copper and iron oxides. It shall not contain phosphorous or any caustic, toxic or explosive substance. Weld metal used for grounding connections shall contain copper oxide, aluminum, and not less than 3 percent tin as the wetting agent. Weld metal used for cathodic connections shall not contain tin, but shall contain vanadium. A minimum of 80 percent of the weld metal shall screen out between 30 and 140 mesh.

1. Weld metal packages shall be identified as to the part number and type of metals to be connected, such as copper to copper or copper to steel. Weld metal tube caps shall be color coded to indicate the alloy of the weld metal.
2. Weld metal packages shall be clearly marked to indicate whether they are for standard outdoor or low emission or cathodic applications.
3. Weld metal shall be controlled at the factory and subjected to routine and rigid quality control inspection procedures. The batch control numbers shall be packaged with the product prior to shipment from the factory.

### **PART 3 - INSTALLATION**

#### **3.01 GENERAL:**

- A. All installation shall be in accordance with the NEC.
- B. All splices shall be in junction boxes and shall be electrically and mechanically secure.

#### **3.02 INSTALLATION:**

A. Make all electrical power grounding and control connections to equipment furnished under other divisions of the specifications and furnish wiring, conduit, outlet boxes, etc., as required for same. Check General Construction, Controls, Plumbing, Heating and Air Conditioning, etc. plans and specifications to determine the amount of such wiring required and include cost of same in bid. Verify locations, horsepower, voltages, etc. of all equipment as the job progresses. If a conflict arises in wiring, ask the Project Engineer immediately for clarification. All installations must conform to the National Electrical Code (NEC).

B. Provide branch circuits and connections to all motors furnished to this project. Provide all disconnect switches as shown and where required by national or local codes. In general, all wiring shall be in conduit, with a short section of flexible conduit at each motor. Securely attach conduit to flexible conduit. When the motor is an integral part of equipment, isolate with a short section of flexible metal conduit to prevent

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vibration and/or noise amplification to the building structure. If the motor is adjustable, an additional length of flexible metal conduit shall be installed at the motor. Connect a ground wire from the conduit termination to the motor frame on the inside of the flexible conduit. Use approved grounding lugs or clamps on the conduit connection.

C. Branch circuits and connections to all electrically operated equipment are included in this contract, whether or not specifically mentioned. Check, on the job, for further details on Plumbing, Heating and Air Conditioning equipment as project progresses. Ground equipment in an approved manner.

D. Major equipment furnished under the mechanical and other sections of the specifications may require different rough in requirements than indicated on the plans due to the "or equal" equipment clause. Secure detailed drawings from the trade furnishing the equipment to determine actual rough-in locations, conduit and conductor requirements.

E. Before connecting equipment, check the nameplate data against the information shown on the drawings. Call any discrepancies to the attention of the Project Engineer.

**3.03 FIELD QUALITY CONTROL:**

A. Field inspection and testing will be performed under provisions this Section. Inspect wire and cable for physical damage and proper connection.

B. Torque test conductor connections and terminations to manufacturer's recommended values.

C. Perform continuity test on all power and equipment branch circuit conductors. Verify proper phasing connections.

**END OF SECTION 16123**

## **ELECTRICAL BOXES**

### **SECTION 16130**

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

##### **1.01 WORK INCLUDED:**

A. Furnish and install the type box for the electrical installation as required for the specific installation condition, whether the exact box is specified or not.

B. Boxes shall include, but not be limited to the following:

1. Wall and ceiling outlet boxes.
2. Pull and junction boxes.
3. Outlet boxes

##### **1.02 RELATED WORK:**

A. Section 16140 - Wiring Devices: Service fittings and fire-rated poke-through fittings for floor boxes.

##### **1.03 REFERENCES:**

A. ANSI/NEMA OS 1 - Sheet-Steel Outlet Boxes, Device Boxes, Covers and Box Supports.

B. ANSI/NEMA OS 2 - Nonmetallic Outlet Boxes, Device Boxes, Covers and Box Supports.

C. NEMA 250 - Enclosures for Electrical Equipment (1000 Volts Maximum).

##### **1.04 COMPLIANCE:**

A. Comply with NEC Article 370 (applicable sections), UL 50, UL 514, UL 886, NEMA OS1, NEMA OS2 and NEMA 250.

##### **1.05 IDENTIFICATION OF BOXES:**

A. All boxes shall be marked on the outside of the box as to the circuit / system they serve. See Section 16010 for requirements. See the identification detail on Sheet E0.0.



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**1.06 SUBMITTALS**

- A. Submit catalog cut of every type of box, conduit body, locknut, bushing, etc.

**PART 2 - PRODUCTS**

**2.01 GENERAL:**

- A. All boxes and fittings shall be labeled by Underwriters Laboratories.
- B. Interior outlet boxes shall be galvanized steel constructed with stamped knockouts in back and sides, and threaded holes with screws for securing box coverplates or wiring devices.
- C. Outlet boxes for wiring devices (switches, receptacles, etc.) and for special system devices (telephone outlets, computer outlets, etc.) shall consist of a 4" square box with single or two-gang plaster ring for up to two gang applications, and sectional device boxes for applications above two gang.
- D. Provide outlet box accessories as required for each installation, including mounting brackets, wallboard hangers, extension rings, outlet boxes, and corrosion-resistant knockout closures compatible with outlet boxes being used and meeting requirements of individual wiring situations.
- E. Pull boxes and junction boxes shall be constructed of galvanized sheet steel with screw-on covers of the type and size to suit each respective location and installation. Boxes shall have continuously welded seams and shall be equipped with steel nuts, bolts, screws and washers.
- F. All boxes shall be of the size and shape required by NFPA 70 for their respective locations.

**2.02 OUTLET BOXES:**

- A. Outlet Boxes: ANSI/NEMA OS 1; galvanized steel, with shapes, volume, size, as required for the specific installation. Boxes shall have mounting holes, with knockouts in bottom and sides. ½ inch male fixture studs where required.
- B. Nonmetallic Outlet Boxes: ANSI/NEMA OS 2.
- C. Cast Boxes: Deep type, gasketed cover, threaded hubs.

**2.03 LIGHTING FIXTURE OUTLETS:**

- A. Boxes shall be 4 inch octagon, 1-1/2 inches deep, made for connection to surface or pendant mounted

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lighting fixtures.

B. Outlet boxes for flush mounted lighting fixtures shall be 4 inch square, 1-1/2 inch deep, with blank cover.

**2.03 PULL AND JUNCTION BOXES:**

A. Sheet Metal Boxes: ANSI/NEMA OS 1; galvanized steel.

B. Sheet Metal Boxes Larger Than 12 Inches in Any Dimension: Hinged enclosure in accordance with Section 16160.

C. Junction boxes and pull boxes are not shown on the plans, but shall be provided by the Contractor at locations to comply with the 2008 NEC and shall be of the type, shape, and size as required for the specific installation.

**PART 3 - EXECUTION**

**3.01 GENERAL:**

A. Comply with applicable portions of the National Electrical Contractor's Association's (NECA) "Standard of Installation".

B. Install all boxes and fittings in compliance with NFPA 70, the manufacturer's written instructions, and with recognized industry practices.

C. The Contractor shall coordinate his work with that of the General Contractor so that each electrical box is the type suitable for the wall or ceiling construction provided and suitable fireproofing is inbuilt into fire rated walls.

D. Provide identification markers for multiple feeders or branch circuits through a common box.

E. Provide knockout closures to cap unused knockout holes where blanks have been removed, and plugs for unused threaded hubs.

F. Provide conduit locknuts and bushings of the type and size to suit each respective use and installation.

G. Boxes and conduit bodies shall be located so that all electrical wiring is accessible.

H. Avoid using round boxes where conduit must enter box through side of box which would result in a difficult and insecure connection with a locknut or bushing on the rounded surface.

**3.02 COORDINATION OF BOX LOCATIONS:**

- A. Provide electrical boxes as shown on Drawings, and as required for splices, taps, wire pulling, equipment connections, and code compliance.
- B. Electrical box locations shown on Contract Drawings are approximate unless dimensioned.
- C. Locate and install boxes to allow access. Where installation is inaccessible, coordinate locations and sizes of required access doors.
- D. Locate and install to maintain headroom and to present a neat appearance.

**3.03 OUTLET BOX INSTALLATION:**

- A. Do not install boxes back-to-back in walls. Provide minimum 6 inch separation, except provide minimum 12 inch separation in acoustic-rated walls.
- B. Locate boxes in masonry walls to require cutting of masonry unit corner only. Coordinate masonry cutting to achieve neat openings for boxes.
- C. Provide knockout closures for unused openings.
- D. Support boxes independently of conduit.
- E. Use multiple-gang boxes where more than one device are mounted together; do not use sectional boxes. Provide barriers to separate wiring of different voltage systems.
- F. Install boxes in walls without damaging wall insulation.
- G. Coordinate mounting heights and locations of outlets mounted above counters, benches, and back splashes.
- H. Position outlets to locate luminaries as shown on reflected ceiling plans.
- I. In inaccessible ceiling areas, position outlets and junction boxes within 6 inches of recessed luminaire, to be accessible through luminaire ceiling opening.
- J. Provide recessed outlet boxes in finished areas; secure boxes to interior wall and partition studs, accurately positioning to allow for surface finish thickness. Use stamped steel stud bridges for flush outlets in hollow stud wall, and adjustable steel channel fasteners for flush ceiling outlet boxes.
- K. Align wall-mounted outlet boxes for switches, thermostats, and similar devices.
- L. Provide cast outlet boxes in locations [exposed to the weather] and indoor wet locations.

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**3.03 PULL AND JUNCTION BOX INSTALLATION:**

- A. Locate pull boxes and junction boxes above accessible ceilings or in unfinished areas.
- B. Support pull and junction boxes independent of conduit.

**END OF SECTION 16130**

**ELECTRICAL SUPPORT DEVICES**

**SECTION 16190**

**PART 1 - GENERAL**

**1.01 WORK INCLUDED:**

A. Work included in this section shall include furnishing and installing any and all electrical support devices to make the electrical system function and perform as specified. This shall include, but not be limited to the following:

1. Conduit and equipment supports.
2. Fastening hardware.

**1.02 RELATED WORK:**

A. Section 03300 Cast-in-Place Concrete. Concrete equipment pads.

**1.03 COORDINATION:**

A. Coordinate size, shape and location of concrete pads.

**1.04 QUALITY ASSURANCE:**

A. Support systems shall be adequate for weight of equipment and conduit, including wiring, which they carry.

**1.05 SUBMITTALS:**

A. Section 16010 applies.

**1.06 RECORD DRAWINGS:**

A. Section 16010 applies.

**PART 2 - PRODUCTS:**

**SUPPORT DEVICES**

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**2.01 MATERIALS:**

- A. Support Channel: Galvanized or painted steel.
- B. Hardware: Corrosion resistant.

**PART 3 - INSTALLATION:**

**3.01 GENERAL:**

- A. Installation shall be in accordance with the NEC and all other codes and as recommended by the manufacturer.

**3.02 INSTALLATION:**

- A. Fasten hanger rods, conduit clamps, and outlet and junction boxes to building structure.
- B. Use toggle bolts or hollow wall fasteners in hollow masonry, plaster, or gypsum board partitions and walls; expansion anchors or preset inserts in solid masonry walls; self-drilling anchors or expansion anchor on concrete surfaces; sheet metal screws in sheet metal studs; and wood screws in wood construction.
- C. Do not fasten supports to piping, duct work, mechanical equipment, or conduit.
- D. Do not use powder-actuated anchors.
- E. Do not drill structural steel members.
- F. Fabricate supports from structural steel or steel channel, rigidly welded or bolted to present a neat appearance. Use hexagon head bolts with spring lock washers under all nuts.

**END OF SECTION 16190**

## **DISCONNECT SWITCHES**

### **SECTION 16440**

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

##### **1.01 GENERAL:**

A. All equipment to be installed by any contractor that requires electrical connection, that has an electric motor, or is classified by codes as requiring disconnecting means, shall have a disconnect switch or code approved disconnecting means furnished and installed by the Division 16 Contractor, whether a disconnect is shown on the plans or not.

1. If the equipment being served is equipped with a code approved factory installed disconnecting means, then the requirement for the Division 16 Contractor to provide a disconnecting means shall be deleted. Coordinate with the equipment provider to determine if the equipment is being provided with a code approved, factory installed disconnecting means.

B. The Division 16 Contractor shall coordinate the disconnect required and shall furnish and install that disconnect.

##### **1.02 WORK INCLUDED:**

- A. Disconnect switches, heavy duty, 100% rated.
- B. Fuses.
- C. Fuse clips for fuses that are smaller than the standard size for the disconnect switch.
- D. Enclosures.
- E. Padlocks.

##### **1.03 REFERENCES:**

- A. ANSI/UL 198C - High Intensity Capacity Fuses; Current Limiting Types.
- B. ANSI/UL 198E - Class R Fuses.

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- C. FS W-F-870 - Fuse holders (For Plug and Enclosed Cartridge Fuses).
- D. FS W-S-865 - Switch, Box, (Enclosed), Surface-Mounted.
- E. NEMA KS 1 - Enclosed Switches.

**1.04 SUBMITTALS:**

- A. Submit product data under provisions of Section 16010.
- B. Include data with dimensions, and equipment ratings for voltage, capacity, horsepower, and short circuit.

**PART 2 - PRODUCTS**

**2.01 ACCEPTABLE MANUFACTURERS - DISCONNECT SWITCHES:**

- A. Square D

**2.02 DISCONNECT SWITCHES:**

- A. Fusible Switch Assemblies: NEMA KS 1; heavy duty, quick-make, quick-break, load interrupter enclosed knife switch with externally operable handle interlocked to prevent opening front cover with switch in ON position. Handle lockable in OFF position. Fuse Clips: Designed to accommodate Class R fuses.
- B. Nonfusible Switch Assemblies: NEMA KS 1; Type HD; heavy duty, quick-make, quick-break, load interrupter enclosed knife switch with externally operable handle interlocked to prevent opening front cover with switch in ON position. Handle lockable in OFF position.
- C. Enclosures: NEMA KS 1; Type 1. 3R as indicated on Drawings.

**2.03 FUSES:**

- A. Acceptable Manufacturers:
  - 1. Buss
  - 2. Reliance

- B. Fuses 600 Amperes and Less: As shown on Drawings; current limiting. Fuses 650 Amperes shall be as specified on plans.

**DISCONNECT SWITCHES**

**16440-2**



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C. All fuses shall match the class type and current requirements as stated on the nameplate of the equipment served.

D. Spare Fuses: Furnish three (3) spare fuses for each size and voltage rating provided on the project. Provide a metal storage cabinet with hinged door, locking handle, two shelves, wall mounted in the main electrical room for the storage of spare fuses. Cabinet shall have an engraved label stating "SPARE FUSES". The label shall be 1/16 inch thick red plastic with white letters, letters shall be at least 1 inch in height. Cabinet shall be Kewaunee #SW-3756-0L. Kewaunee contact is 704-873-7202.

**2.05 PADLOCKS:**

A. Each disconnect switch that is accessible from floor or grade level (disconnect switches installed above ceilings do not apply) shall have a padlock. The electrical contractor shall furnish and install a padlock with each disconnect switch that is accessible from floor level or grade. The padlocks shall all be keyed alike and each padlock shall be supplied with a key. Each padlock shall be a minimum of 1.5 inches wide at the base.

B. Spare Padlocks - Furnish to the Owner ten (10) spare indoor and ten (10) spare outdoor padlocks. Spare padlocks shall be turned over to the Owner at the time of final project inspection.

C. Indoor padlocks shall be Master #3. Outdoor padlocks shall be Master #4. All padlocks on the project shall be keyed alike.

**PART 3 - EXECUTION**

**3.01 INSTALLATION:**

A. Contractor shall coordinate with the supplier of each piece of equipment that requires a disconnect switch to determine the exact rating and type of the switch and the rating and type of fuses (if required or called for).

B. Install disconnect switches as near as possible to the spot where indicated on Drawings. Contractor shall field determine the construction conditions and locate the switch in the best possible location.

C. Furnish and install fuses in fusible disconnect switches. Coordinate the exact rating and type of the fuse with the nameplate of the equipment served. Furnish and install the required fuse clips if the required fuse is smaller than the standard size for the specified switch.

**END OF SECTION 16440**

**SECONDARY GROUNDING**

**SECTION 16450**

**PART 1 - GENERAL**

**1.01 WORK INCLUDED:**

A. Electrical equipment grounding and bonding.

**1.02 SYSTEM DESCRIPTION:**

A. Furnish all labor, materials, services, equipment and appliances required in conjunction with a grounding system as indicated in the Contract Documents.

**1.03 SUBMITTALS:**

A. Manufacturer's Data: Submit copies of the manufacturer's specifications for products to be used as outlined under provisions of Section 16010.

B. Indicate location of system grounding electrode connections, and routing of grounding electrode conductor.

**PART 2 - PRODUCTS**

**2.01 MATERIALS:**

A. All copper to copper and copper to steel connections of #6 AWG and larger shall be made with the CADWELD(R).

B. Provide Burndy Corp., Type NE, Thomas & Betts Co., Inc., Catalog No. 3951, or approved equal, ground fittings for bonding ground cable to encasing metal conduit.

**PART 3 - INSTALLATION**

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**3.01 INSTALLATION - GENERAL:**

- A. Ground electrical work in accordance with NEC Article 250, local codes as specified herein, and as shown on the drawings.
- B. Provide a separate, insulated equipment grounding conductor in all feeder and branch circuits. Terminate each end on a grounding lug, bus, or bushing.
- C. Install ground cables continuous between connections. Splices will not be allowed except where indicated on the drawings. Connections made by the CADWELD(R) Process are not considered splices. Where ground cables pass through floor slabs, building walls, etc., and are not in metallic enclosures, provide the sleeves of approved nonmetallic material.
- D. Ground interior lighting fixtures with grounding conductor to rigid metal raceways serving them. Flexible metal conduit shall have a ground wire installed with the power conductors.
- E. Where connections are made to motors or equipment with flexible metal conduit, grounding conductor shall be stranded copper conductor within the conduit, bonded to the equipment and to the rigid metal raceway system. Size conductor in accordance with NEC Table 250-122 or as shown on the plans.
- F. At each convenience outlet, install a grounding clip attached to the outlet box and leave a sufficient length of #12 wire with green colored insulation to connect to the grounding terminal of the receptacle. Grounding clip shall be equal to Steel City Type G.

**3.02 FIELD QUALITY CONTROL:**

- A. Inspect grounding and bonding system conductors and connections for tightness and proper installation.
- B. Measure ground resistance from system neutral connection at service entrance to convenient ground reference point using suitable ground testing equipment. Resistance shall not exceed 5 ohms.

**3.03 COORDINATION:**

- A. Coordinate the work under this section with the work under divisions of the specifications.

**END OF SECTION 16450**

**ADDITIONS TO EXISTING FIRE ALARM AND DETECTION SYSTEM**

**SECTION 16724**

**PART 1 GENERAL**

**1.01 SCOPE OF WORK:**

A. Furnish and install a complete and working addition to the existing fire alarm system for the facility as shown on the drawings. This shall include, but in no way be limited to the following:

1. Modifications to Existing Fire Alarm Control Panel.
2. Modifications Existing Fire Alarm Annunciator.
3. Additional Duct Detectors In Return Air Ducts (Duct detectors shall be furnished by Division 16, Installed by Division 15, and wired by Division 16. Field Coordinate).

**1.02 RELATED DOCUMENTS:**

A. All provisions of the contract, including General Provisions and Special Provision, apply to the work specified in this section.

**1.03 SUBMITTALS:**

A. Furnish manufacturer's data for each component.

B. Conduit routing and device wiring is not shown on the drawings. The Electrical Contractor shall coordinate with the Fire Alarm manufacturer to determine the conduit (size and routing) and wiring requirements to circuit the equipment shown on the drawings. This information shall be shown and submitted to the Engineer in the form of Submittals (Shop Drawings).

C. The fire alarm equipment supplier shall provide all necessary approval submittals to show functional suitability of equipment and wiring requirements. The submittal shall contain complete point-to-point wiring diagrams showing all devices connected to the Fire Alarm System, all connection, all junction boxes, and all auxiliary devices and/or connections. A riser diagram shall be included showing number of wires required for each system connection. A color coding scheme shall be indicated. Should one-site conditions require modifications to the indicated circuitry, all such changes shall be noted and all diagrams revised to reflect the changes. Revisions shall show any additions of equipment, rerouting of raceway, modified wiring, additional junction boxes, re-located equipment, and any other changes. One revised set of diagrams shall be stored in the control panel upon completion of the installation.

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D. All wiring for the additional fire alarm equipment shall be the responsibility of, and furnished/installed by, the fire alarm manufacturer and/or his authorized vendor agent.

**1.04 CODE STANDARDS:**

A. The total fire alarm system shall comply with all national, state, and local codes. This shall include, but not be limited to the following:

1. National Electric Code
2. International Building Code
3. All NFPA Codes
4. Americans with Disabilities Act (ADA)
5. ANSI Elevator Code

**1.05 QUALITY ASSURANCE:**

A. Equipment shall be by the same manufacturer as the existing system. There shall be no mixing of multiple manufacturer's equipment and/or system elements. Field coordinate to determine the existing equipment manufacturer.

**PART 2 - PRODUCTS**

**2.01 DESCRIPTION:**

A. Furnish and install a complete and operating fire alarm system addition providing all features of the existing system and those features as required by this specification and as shown on plans. The system addition operation shall include individual device, supervision, annunciation by device as indicated, smoke door release, battery standby power, double supervision, and non-coded, continuous ringing, with automatic reporting of alarms to the local fire department.

B. Electrical supervision shall match the supervision of the existing system and shall also include all alarm initiating circuits, all audible and visual alarm signal circuits, all power supplies, sprinkler flow and tamper switches, automatic reporting system, supervisory power and operating power. Failure of any supervised circuit shall operate the system trouble signals. Furnish audible trouble signal silencing switches with ring back or automatic reset feature. Alarm initiating circuits shall be Class B supervised.

C. Any 'off-normal' condition of any switch in the system shall operate the system trouble signals.

D. Operation of any manual station, automatic detector, sprinkler flow switch, etc., in the system shall:

1. Sound all audible alarm horns in the system until reset procedures are initiated.
2. Illuminate the proper device alarm lamp on the control panel.
3. Flash all visual alarm indicators, when alarm horns are sounding.

4. Shut down all HVAC air handling equipment. This includes air handlers and exhaust fans.
5. Automatically notify the local fire department. Include any and all equipment required to accomplish this requirement. Any and all equipment shall comply with requirements of the local fire department as to automatic reporting.
6. Open all automatic opening doors.
7. Unlock all doors with electric door locks/strikes (Unless specifically noted otherwise due to a security issue). Contractor shall coordinate with the door schedule to determine the number, quantity, and types of doors with electric locks/strikes. Include all required interface equipment in the fire alarm control unit to accomplish this task.
8. Provide interface with all smoke dampers and/or combination smoke/fire dampers to close when the space that the duct that contains the damper is in alarm. Coordinate operational functions with the authority having jurisdiction to comply with all codes and local/state/national requirements. Coordinate with the HVAC contractor and the smoke and/or combination smoke/fire damper supplier to determine the connections required and furnish and install any and all equipment required to control the damper.

E. Closing of any sprinkler valve shall produce a trouble signal at the Fire Alarm Control Unit (FAC) and at the Fire Alarm Annunciator (FAA). The trouble signal shall consist of a visual light and an audible trouble tone.

## **2.02 EXISTING FIRE ALARM CONTROL PANEL MODIFICATIONS:**

A. Modify the existing Fire Alarm Control Panel to add the fire alarm system elements as shown on the plans and the additional system function requirements as outlined in this specification. Additional Fire Alarm System functional requirements shall be as follows:

1. Alarm initiating devices as indicated on plans with one alarm lamp and one trouble lamp per device. All devices shall be smoke verification type, with time delayed verification on smoke alarms. Manual station operation shall instantly alarm.
2. Audible and visual alarm system devices as indicated on plans for the indicated alarm horns and visual alarm indicators, designed to supervise all circuit wiring.
3. Trouble circuitry for ground detection, open circuit conditions, and other required trouble conditions.
4. 'Power On' lamps, trouble silencing switch(es), audible and visual trouble indicators, master smoke reset switch, auxiliary control circuits, acknowledge switches, and all other required circuitry and components.
5. Drill switch. Switch shall have ON-OFF position. When turned "ON", the system shall sound all alarm horns and flash all visual indicators, but shall not report the alarm to the fire department. Drill switch shall be key operated.
6. Standby batteries. Batteries shall be rated for 48-hour standby and 10-minute continuous alarm.

## **2.03 SIGNAL DEVICES:**

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- A. Alarm signal devices shall be combination audiovisual horn/lamp units, semi-flush mounted with vibrating horn mechanism and strobe lamp assembly. Both horn and lamp shall be designed for connection to supervised circuits. Strobe lamp shall be rated at 8000 candlepower.
- B. The visual only indicator shall be identical to the horn/lamp unit except using the strobe only. This type of indicator shall be used in gang toilets, elevator lobbies, and elsewhere as required by the ADA.
- C. All alarm signal devices containing visual alarm indicators shall have the "FIRE" lettered on either side of the visual portion of the device. All lenses shall be white.
- D. Fire Alarm Signal Devices shall match the existing system signal devices.

**2.04 AIR DUCT SMOKE DETECTORS:**

- A. The air duct smoke detector shall be installed in the return air duct where shown on the drawings and shall sample air and allow for the detection of smoke and combustion particles. Air sampling shall be accomplished through sampling and return tubes which extend into the air duct. The sampling tube shall extend the full width of the duct (coordinate with the HVAC plans to determine all duct widths) while the return tube shall set at one-half the tube width, or 12 inches, which ever is less.
- B. The air duct smoke detector shall actually be photoelectric type, mounted in a dedicated, separate housing.
- C. Fire Alarm Air Duct Smoke Detector shall match the existing system air duct smoke detector.

**PART 3 - EXECUTION**

**3.01 WIRING:**

- A. All conductors shall be installed in metallic raceways per Section 16111. All conductors shall be copper, #14 minimum.
- B. All connections to terminals on any equipment in fire alarm system shall be made using spade lugs of a suitable size and type for the furnished terminal and wire.

**3.03 INSTRUCTIONS:**

- A. Upon completion of the installation and acceptance of the installed Fire Alarm System the equipment supplier shall submit 6 copies of operating instructions, general service information, recommended parts list, and revised wiring diagrams. Any items included in the pre-installation submittal may be omitted from the

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final submittal.

B. The equipment supplier shall provide 2 hours of instruction in the operation of the Fire Alarm system to the building personnel. Instruction sessions shall be coordinated so as to be mutually convenient to all participants.

**3.04 TEST:**

A. A factory authorized representative shall check and test the completed system including the test of every alarm initiating device and every signal device. This test shall have been done and all deficiencies corrected prior to final inspection. At final inspection the contractor shall provide the services of a factory authorized representative and every device shall again be tested and demonstrated to be in proper operating condition. The system shall have been "on" a minimum of 24-hours prior to the final test.

**END OF SECTION 16724**