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IFB NO. Y16-754-RM

INVITATION FOR BIDS
FOR
ORANGE COUNTY CORRECTIONS E BUILDING 5th & 6th FLOOR CELL DOOR/LOCK REPLACEMENT

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PART H
TECHNICAL SPECIFICATIONS

VOLUME II

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SECTION 01005 - ADMINISTRATIVE PROVISIONS

PART 1 - GENERAL

1.1 WORK COVERED BY CONTRACT DOCUMENTS

A. Work of this Contract comprises building and related construction work to produce a complete and functional facility including but not limited to scope of work as shown on the construction documents.

1.2 CONTRACT METHOD

A. Construct the work under a single lump sum contract (or as otherwise defined in bid documents).

1.3 COORDINATION

A. Coordinate work of the various Sections of Specifications to assure efficient and orderly sequence of installation of construction elements, with provisions for accommodating items installed later.

B. Verify characteristics of elements of interrelated operating equipment are compatible; coordinate work of various Sections having interdependent responsibilities for installing, connecting to and placing in service, such equipment. Differences shall be brought to the Owner's attention during bid process or remain the responsibility of the Contractor.

C. Execute cutting and patching to integrate elements of work, uncover ill timed, defective and nonconforming work, provide openings for penetrations of existing surfaces and provide samples as specified in individual sections for testing. Seal penetrations of existing surfaces and provide samples as specified in individual sections for testing. Seal penetrations through floors, walls and ceilings, and fire safe where necessary as part of the lump sum price.

1.4 REFERENCE STANDARDS

A. For products specified by association or trade standards, comply with requirements of the standard, except when more rigid requirements are specified or are required by applicable codes.

B. The date of the standard is that in effect when a specified date is specified.

C. Obtain copies of referenced standards listed in individual specification sections. Maintain copy at job site during progress of the specific work.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01005

SECTION 01010 - SUMMARY

PART 1 - GENERAL

1.1 SUMMARY

A. This Section includes the following:

1. Work covered by the Contract Documents.
2. Type of the Contract.
3. Use of premises.
4. Specification formats and conventions.

1.2 PROJECT INFORMATION

A. Project Identification: Orange County Corrections Facility Cell Doors and Locks Replacement, Building E, 5th and 6th Floors

1. Location: 3723 Vision Boulevard, Orlando, FL 32801

B. Owner: Orange County Government

C. Architect: Rhodes+Brito Architects, Orlando, FL

1.3 WORK COVERED BY CONTRACT DOCUMENTS

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

1. Selective demolition. Remove existing sliding cell door, mechanisms and controls from the 5th and 6th floor detention areas.

a. Install new cell doors and frames with security glazing
b. Install new controls
c. Repair existing terrazzo flooring
d. Patch and Paint existing CMU walls

1.4 TYPE OF CONTRACT

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

1.5 USE OF PREMISES

A. General: Contractor shall have limited use of premises for construction operations as indicated on Drawings by the Contract limits.

B. Use of Site: Limit use of premises to areas within the Contract limits indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.

1. Limits: Constructions operations will be confined to areas within the Contract limits indicated.
2. Corrections Facilities operates on a 24-hour a day 7-day a week basis.
3. Minimize any disruption to all operating areas, including parking areas.

    a. Existing systems shall remain in operation during the construction period, excluding times required for installation of new work. Schedule and coordinate all times of interrupted service with the OCCF.
    b. Schedule and coordinate with the OCCF any shut down or disruption to public services or any existing systems a minimum of 72 hours (3 business days excluding weekends and holidays) in advance.

4. Provide all temporary directional signage, safety, and barricading required for passenger services.

    a. Submit a plan indicating signage, safety, and barricading, at the pre-construction meeting.
    b. Directional signing at the access gate and or along the delivery route to the storage area or work site shall be as directed by the OCCF.

5. Confine operations to areas within Contract limits indicated. Portions of the site beyond areas in which construction operations are indicated are not to be disturbed.
6. Access to site shall be shown on the plans or as directed by the OCCF. Do not permit any unauthorized construction personnel or traffic on the site. Immediately clean-up any debris deposited along the access road as a result of construction traffic.

    a. Keep driveways and entrances serving the premises clear and available to the Owner, Tenant, and their employees at all times, and the public. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on site.

7. All material orders for delivery to the site will use as a delivery address the access point at the Contractor's storage site.

    a. Delivery of materials and removal of demolished and discarded materials shall be scheduled as follows. Coordinate with the OAR and allow for the least possible disruption of the facilities normal operations.

8. The limits of construction material storage areas, equipment storage areas, and parking areas shall be as indicated in the documents or as directed by the OCCF. Erect and maintain suitable fencing, marking and warning devices suitable for both day/night use to delineate the perimeter of all such areas.

C. Access to Corrections Secure Compound

1. All contractors and vendors must submit a Security Access Request for every person they want to have working on the Corrections Compound.

    a. The Access form will be provided to the successful bidder. This must be completed and emailed as directed on the form. Notification of the approved personnel will be made within 5-7 days of submitting the properly executed form.

2. If an active warrant is in the system the person will not be permitted to work on the Corrections Compound and law enforcement will be notified.
3. No persons can be on active community supervision to include those on active probation/parole, Home Confinement or those currently residing in a Work Release Facility.
4. Persons can have no previous convictions related to theft, violence, or drugs. They will not be allowed to work on the Corrections Compound.

Please be sure your personnel are aware of these regulations. To save time and effort, please do not submit information on individuals unless you are fairly certain these stipulations can be met.

D. Rules For Working On The Corrections Compound

1. Carry a valid ID at all times.
2. Only authorized employees from a company are allowed to work at a job site. WORK RELEASE INMATES ARE NOT AUTHORIZED TO WORK ON ANY JAIL PROJECT.
3. Wear your contractor issued ID on the collar of your shirt at all times while on the jail compound. This will be issued to each employee at the North Perimeter Building and will only be given upon surrendering a valid ID.
4. If the contractor ID is lost, report it immediately to your point of contact.
5. The use of all tobacco products is prohibited on Orange County Property. (This includes chewing tobacco, dip, snuff etc).
6. No hats or sunglasses are allowed inside any jail.
7. Only one (1) contractor cell phone is allowed inside the facility unless authorized by Corrections.
8. Vehicles are to be parked in authorized areas only, have all windows rolled up, all doors locked, and the provided “club” installed on the steering wheel at all times.
9. At no time are contractors allowed to leave keys in unattended equipment such as lifts or lulls.
10. All contents within any authorized company vehicles entering or exiting the jail compound must be inventoried and searched bring in only what you must to expedite this process.
11. During breaks, if you leave an area, all tools including ladders must be removed. Do not leave clothing unattended (jackets, etc).
12. If utility services are going to be impacted ensure it is properly scheduled. If unplanned utility services are impacted, report it immediately to your point of contact.
13. Inside a jail, if it becomes necessary to cut into walls, ceilings, floors, or ducts, ensure your point of contact knows prior to this taking place. If an opening must

remain beyond the workday, secure any temporary penetrations made in any walls, ceilings, floors or ducts with, at a minimum, ¾" plywood or steel, using security fasteners that cannot be easily removed.

14. At the end of the workday, ensure you have collected all tools and debris. Conduct an inspection of all areas you have worked ensuring you have all tools accounted for.
15. No illegal drugs or drug paraphernalia are allowed on the compound.
16. No alcohol is allowed on the jail compound nor are contractors allowed to work on the compound if they have consumed any alcohol.
17. No weapons, guns or ammunition, are allowed on the compound.
18. No inmate interaction is permitted. This includes talking, giving or receiving anything.
19. Only use storage areas approved at the beginning of the job unless otherwise permitted by Corrections.
20. No corrections employee can change the scope of your work; only the Capital Projects PM.

1.6 WORK RESTRICTIONS

A. Work Restrictions: As directed by the Owner.

1. Comply with limitations on use of public streets and other requirements of authorities having jurisdiction.

B. On-Site Work Hours:

1. Work shall be performed after 9:00pm and the area shall be cleaned before 6:00am.
2. Weekend Hours: Coordinate with Owner.
3. Early Morning Hours: Coordinate with Owner.
4. Hours for Utility Shutdowns: Coordinate with Owner.

C. Deliveries: All deliveries shall be to the construction site.

D. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:

1. Notify Owner not less than 72 hours in advance of proposed utility interruptions.
2. Obtain Owner's written permission before proceeding with utility interruptions.

E. Noise, Vibration, and Odors: Coordinate operations that may result in high levels of noise and vibration, odors, or other disruption to Owner occupancy with Owner.

1. Notify Owner not less than two days in advance of proposed disruptive operations.
2. Obtain Owner's written permission before proceeding with disruptive operations.

1.7 SPECIFICATION AND DRAWING CONVENTIONS

A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:

1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.

1.8 SECURITY REQUIREMENTS FOR WORK AT THE ORANGE COUNTY CORRECTIONS FACILITY

A. Security and Identification

1. All costs for background investigations will be Contractor's responsibility. The County shall have the right to request any additional investigative background information including, but limited to, the employment record, Right-To-Know records, E-Verify system records (if the Contractor uses this service as a means to determine employment eligibility, available through www.uscis.gov), training records, payroll records, position for which hired including site location of any personnel assigned to perform the services. The Contractor shall furnish, in writing, such information to the extent allowed by law, prior to commencement of services. The County reserves the right to conduct its own investigation of any employee of the Contractor.
2. Background Checks for the contractor's staff must be approved by Orange County's Security team prior to working in any County facility. Contractors are responsible for obtaining the necessary forms for background checks for work at Corrections. All contractors' staff background checks will be sent to Pete.Shipancok@occc.net for approval. For security purposes and to maintain privacy when submitting FDLE Background Checks via e-mail the subject line of the email must contain the following ***EXEMPT***

    a. The Corrections Facility will inform the contractor of their Background Check results.
    b. Upon Background Check approval the contractor's staff shall arrange an appointment with the Correction Facility staff to obtain a Orange County photo ID badge. An affidavit of Identity form (issued by the contractor) and a State of Florida ID or Drivers License will be required.

3. Contractor's employees will not be allowed in Orange County facilities without completed and approved background investigations.

1.9 OWNER OCCUPANCY

A. Full Owner Occupancy: The Owner, its tenants, and the public will occupy the site and existing building and adjacent facilities (outside the limits of the construction area)

during the entire construction period. Cooperate with the Owner during construction operations to minimize conflicts, facilitate occupancy usage, and protect persons and property in the project area during the entire construction period. Perform the Work so as not to interfere with the Owner's operations.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

3.1 SEQUENCE OF CONSTRUCTION

A. The construction schedule shall include all work as follows:

1. Construction will be the complete renovation of one (1) Detention Cell Block at a time as follows:

2. Fifth Floor

a. Cell Block A, Doors 527 - 534
b. Cell Block B, Doors 501 - 509
c. Cell Block C, Doors 510 - 518
d. Cell Block D, Doors 519 - 526

3. Sixth Floor

a. Cell Block A, Doors 627 – 634
b. Cell Block B, Doors 601 - 609
c. Cell Block C, Doors 610 - 618
d. Cell Block D, Doors 619 - 626

END OF SECTION 01100

SECTION 01027 - APPLICATION FOR PAYMENT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section specifies administrative and procedural requirements governing the Contractor's Applications for Payment.

B. The Contractor's Construction Schedule and Submittal Schedule are included in Section 01300 – SUBMITTALS.

1.3 SCHEDULE OF VALUES

A. Coordinate preparation of the Schedule of Values with preparation of Contractor's Construction Schedule.

1. Submit the Schedule of Values to the Owner at the earliest feasible date, but in no case later than Preconstruction Meeting. Refer to Section 01200.
2. 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.

B. Format and Content: Use the Project Manual Table of Contents as a guide to establish the format for the Schedule of Values.

1. Identification: Include the following project identification on the Schedule of Values:

   a. Project name and location.
   b. Name of the Architect
   c. Project Number
   d. Contractor's name and address
   e. Date of submittal

2. Arrange the Schedule of Values in a tabular form with separate columns to indicate the following for each item listed:

   a. Generic name
   b. Related Specification Section
   c. Change Orders (numbers) that have affected value
   d. Dollar Value

e. Percentage of Contract Sum to the nearest one-hundredth percent, adjusted to total 100 percent

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:

   a. A value will be given for at least every major specification section (subsections can logically be grouped together).
   b. A single material subcontractor (i.e. sod, window blinds) will not be required to be broken down into labor and material unless it is anticipated the materials will be stored and invoiced prior to installation.
   c. All multiple item subcontracts or work items (i.e. concrete, roofing, painting, mechanical, electrical items, etc.) will be shown broken down at least in labor and material (all taxes, burden and overhead and profit included).
   d. Mobilization (move-on, bond, insurance, temporary office and sanitary service installation) shall not exceed 2 1/2% of contract price.
   e. For multi-story work all items broken down per floor.
   f. Concrete broken down at least into foundation slab on grade, columns, beams and suspended slabs.
   g. Masonry divided into C.M.U. brick, stem walls, exterior walls, interior walls and elevator shaft.
   h. Plumbing broken down at least into underslab rough-in, vents and stacks supply piping, equipment items (each listed separately), fixtures and trim.
   i. HVAC: Typically shown per specification section, labor and material, per floor.
   j. Electrical: same as HVAC.
   k. Fire protection broken down at least into underground, rough-in and trim. All per building and labor and material.
   l. Logical grouping of specification subsections is permitted.

4. Round amounts off the nearest whole dollar, the total shall equal the Contract Sum.
5. 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.
6. 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.

   a. At the Contractors' option, 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 or distributed as general overhead expense.

7. Schedule Updating: Update and resubmit the Schedule of Values when Change Orders or Construction Change Directives result in a change in the contract sum.

1.4 APPLICATIONS FOR PAYMENT

A. Each Application for Payment shall be consistent with previous applications and payments as reviewed by the Owner representative and paid for by the Owner.

1. The initial Application for Payment, the Application for Payment at time of Substantial Completion, and the Final Application for Payment involve additional requirements. See items G, I, J and K of this section.

B. Payment Application Times: The period of construction work covered by each Application of Payment is the period indicated in the Agreement.

C. Payment Application Forms: Use the County's most updated form as the form for Application for Payment. Form given at the Preconstruction Conference.

D. Application Preparation: Complete every entry on the form, including notarization and execution by person authorized to sign legal documents on behalf of the Owner. Incomplete applications will be returned without action.

1. Entries shall match data on the Schedule of Values and Contractors' Construction Schedule. Use updated schedules if revisions have been made.
2. Include amounts of Change Orders and Construction Change Directives issued prior to the last day of the construction period covered by the application.

E. Transmittal: Submit five (5) original executed copies of each Application for Payment to the Project Manager by means ensuring receipt within 24 hours; one copy shall be complete, including waivers of lien and similar attachments, when required.

1. Transmit each copy with a transmittal form listing attachments, and recording appropriate information related to the application in a manner acceptable to the Project Manager.

F. Payment will be processed once a month. Payment for item will be based on percentage completed as determined and approved by the County Project Manager or invoice for stored materials. Retainage (10%) will be held for all applications.

G. 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. Application shall also include all items listed in Part H.

H. Final Payment Application: Administrative actions and submittals, which must precede or coincide with submittal of the final payment. Application for Payment includes the following:

1. Completion of Project Close-Out requirements
2. Completion of items specified for completion after Substantial Completion (Punch List)
3. Contractor's release of lien (on Owner's form)
4. Subcontractor and material supplier release of lien

5. Consent of Surety
6. Power of attorney
7. Asbestos-free letter

PART 2 - PRODUCTS (NOT APPLICABLE)

PART 3 - EXECUTION (NOT APPLICABLE)

END OF SECTION 01027

SECTION 01035 - MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This section specifies administrative and procedural requirements for handling and processing Contract modifications.

B. Related Sections: The following sections contain requirements that relate to this section:

1. Division 1 Section 01300 Submittals for requirements for the Contractor's Construction Schedule
2. Division 1 Section 01027 Application for Payment for administrative procedures governing applications for payment
3. Division 1 Section 01631 Product Substitutions for administrative procedures for handling requests for substitutions made after award of the Contract.

1.3 MINOR CHANGES IN THE WORK

A. Supplemental instructions authorizing minor changes in the work, not involving an adjustment to the Contract Sum or Contract Time, will be issued by the Project Manager.

1.4 CHANGE ORDER PROPOSAL REQUESTS

A. Owner-Initiated Proposal Requests: Proposed changes in the work that will require adjustment to the Contract Sum or Contract Time will be issued by the Project Manager, with a detailed description of the proposed change and supplemental or revised Drawings and Specifications, if necessary.

1. Proposal requests issued by the Project Manager are for information only. Do not consider them instruction either to stop work in progress, or to execute the proposed change.
2. Unless otherwise indicated in the proposal request, within 7 days of receipt of the proposal request, submit to the Project Manager from the Owner's review, an estimate of cost necessary to execute the proposed change.

    a. Include a list of quantities of products to be purchased and unit costs, along with the total amount of purchases to be made. Where requested, furnish survey data to substantiate quantities.
    b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.

c. Include a statement indicating the effect the proposed change in the work will have on the Contract Time.
d. Contractor and subcontractors will provide a complete detailed labor and material breakdown to justify change order request amount.

B. Contractor-Initiated Change Order Proposal Requests: When latent or other unforeseen conditions in mutual accord with the Owner Representativeɔs findings require modifications to the Contract, the Contractor may propose changes by submitting a request for a change to the Architect/Engineer.

1. Include a statement outlining the reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and Contract Time.
2. Include a list of quantities of products to be purchased and unit costs along with the total amount of purchases to be made. Where requested, furnish survey data to substantiate quantities.
3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
4. Comply with requirements in Section 01631 – Product Substitutions- if the proposed change in the work requires that substitution of one product or system for a product or system not specified.
5. Contractor and subcontractors will provide a complete detailed labor and material breakdown to justify change order request amounts.

C. Proposal Request Form: Project Manager will transfer the information to the appropriate forms for approval. Use AIA Document G 709 for Change Order Proposal Requests.

D. Proposal Request Form: Use forms provided by the Owner for Change Order Proposals.

1.5 CONSTRUCTION CHANGE DIRECTIVE

A. Construction Change Directive: When the Owner and Contractor are not in total agreement on the terms of a Change Order Proposal Request, the Project Manager may issue a Construction Change Directive instructing the Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.

1. The Construction Change Directive will contain a complete description of the change in the Work and designate the method to be followed to determine change in the Contract Sum or Contract Time.

B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.

1. After completion of the change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

1.6 CHANGE ORDER PROCEDURES

A. Upon the Owner's approval of a Change Order Proposal Request, the Project Manager will issue a Change Order for signatures of the Owner and Contractor on County's Change Order form, as provided in the Conditions of the Contract.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01035

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SECTION 01040 - PROJECT COORDINATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section specifies administrative and supervisory requirements necessary for project coordination including, but not necessarily limited to:

1. Coordination
2. Administrative and supervisory personnel
3. General installation provisions
4. Cleaning and protection

B. Progress meetings, coordination meetings And Pre-installation conferences are included in Section 01200 - Project Meetings.

C. Requirements for the Contractors Construction Schedule are included in Section 01300 Submittals.

1.3 COORDINATION

A. Coordination: Coordinate construction activities included under various Sections of these Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations included under different Sections of the Specification that are dependent upon each other for proper installation, connection, and operation.

1. Where installation of one part of the Work is dependent on installation of other components, either before or after its own installation, schedule construction activities in the sequence required to obtain the best results.
2. Where availability of space is limited, coordinate installation of different components to assure maximum accessibility for required maintenance, service and repair.
3. Make adequate provisions to accommodate items scheduled for later installation.

B. Where necessary, prepare memoranda for distribution to each party involved outlining special procedures required for coordination. Include such items as required: notices, reports, and attendance at meetings.

1. Prepare similar memoranda for the Owner and separate Contractors where coordination of their Work is required.

C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:

1. Preparation of Schedules
2. Installation and removal of temporary facilities
3. Delivery and processing of submittals
4. Progress meetings
5. Project close-out activities

D. Conservation: Coordinate construction activities to ensure that operations are carried out with consideration given to conservation of energy, water, and materials.

1. Salvage materials and equipment (if any) involved in performance of, but not actually incorporated in, the Work.

E. Lack of coordination as specified in this and other sections of the contract documents are in grounds for assessment of back charges and/or termination in order to remediate the situation.

1.4 SUBMITTALS

A. Coordination Drawings: Prepare and submit coordination Drawings where close and careful coordination is required for installation of products and materials fabricated off-site by separate entities, and where limited space availability necessitates maximum utilization of space for efficient installation of different components.

1. Show the interrelationship of components shown on separate Shop Drawings.
2. Indicate required installation sequences.
3. Comply with requirements contained in Section - Submittals.

B. Staff Names: At the Preconstruction Conference submit a list of the Contractors principal staff assignments, including the Superintendent and other personnel in attendance at the site; identify individuals, their duties and responsibilities; list their addresses and telephone numbers.

1. Post copies of the list in the project meeting room, the temporary field office, and each temporary telephone.

PART 2 - PRODUCTS (NOT APPLICABLE)

PART 3 - EXECUTION

3.1 GENERAL INSTALLATION PROVISIONS

A. Inspection of Conditions: Require the Installer of each major component to inspect both the substrate and conditions under which work is to be performed. Do not proceed until unsatisfactory conditions have been corrected in an acceptable manner.

B. Manufacturers Instructions: Comply with manufacturer's installation instructions and recommendations, to the extent that those instructions and recommendations are more explicit or stringent than requirements contained in Contract Documents.

C. Inspect materials or equipment immediately upon delivery and again prior to installation. Reject damaged and defective items.

D. Provide attachment and connection devices and methods necessary for securing work. Secure work true to line and level. Allow for expansion and building movement.

E. Visual Effects: Provide uniform joint widths in exposed work. Arrange joints in exposed work to obtain the best visual effect. Refer questionable choices to Project Manager for final decision.

F. Recheck measurements and dimensions, before starting each installation.

G. Install each component during weather conditions and Project status that will ensure the best possible results. Isolate each part of the completed construction from incompatible material as necessary to prevent deterioration.

H. Coordinate temporary enclosures with required inspections and tests, to minimize the necessity of uncovering completed construction for that purpose.

I. Mounting Heights: Where mounting heights are not indicated, install individual components at standard mounting heights recognized within the industry for the particular application indicated. Refer questionable mounting height decisions to the Architect/Project Manager for final decision.

3.2 CLEANING AND PROTECTION

A. During handling and installation, clean and protect construction in progress and adjoining materials in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.

B. Clean and maintain completed construction as directed by the Project Manager and as frequently as necessary to ensure its integrity and safety through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.

C. Limiting Exposures: Supervise construction activities to ensure that no part of the construction completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period. Where the applicable, such exposures include, but are not limited to, the following:

1. Excessive static or dynamic loading
2. Excessively high or low temperatures
3. Excessively high or low humidity
4. Air contamination or pollution
5. Water
6. Solvents
7. Chemicals
8. Soiling, staining and corrosion
9. Rodent and insect infestation
10. Combustion
11. Destructive testing
12. Misalignment
13. Excessive weathering
14. Unprotected storage
15. Improper shipping or handling
16. Theft
17. Vandalism

END OF SECTION 01040

SECTION 01045 - CUTTING AND PATCHING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of Contract, including Contractual Conditions and other Division 1 Specification Sections, apply to this Section. Refer to other Sections for specific requirements and limitations applicable to cutting and patching individual parts of the work.

1.2 SUMMARY

A. This Section includes cutting into existing construction to provide for installation or performance of the Work, subsequent fitting, and patching required to restore surfaces to original condition.

1. Execute cutting, fitting, and patching, including excavation and backfill, required to perform Work and to:

    a. Make parts fit together properly.
    b. Remove and replace defective work.
    c. Remove and replace Work not conforming to requirements of Contract Documents.
    d. Uncover Work to allow for the OAR’s observation of covered Work which has been covered prior to required observation of the OAR.

2. Drilling of holes for the installation of fasteners and similar operations is not considered to be cutting and patching.

1.3 BUILDING MODIFICATIONS

A. General: Modifications to existing facililties and structures shall be provided as indicated and as necessary to accomplish the Work of these Contract Documents.

1. Modifications shall include the removal of existing structure, relocation of materials indicated, termination and relocation of utilities, cutting, patching, cleaning, adjusting, and refinishing, and all incidental work related and required for the installation of new Work.
2. It is intended to maintain daily occupancy functions during the progress of this Work. The Contractor shall closely coordinate his Work to minimize any inconvenience to the Owner or Owner's operations.
3. No utilities shall be interrupted without first notifying the Owner and obtaining concurrence for the interruption.

1.4 SUBMITTALS

A. Cutting and Patching Proposal: Submit a proposal describing procedures well in advance of the time cutting and patching will be performed and request approval to proceed. Include the following information, as applicable:

1. Describe the extent of cutting and patching required and how it is to be performed.
2. Describe anticipated results in terms of changes to existing construction; include changes to structural elements and operating components as well as changes in the building's appearance and other significant visual elements.
3. List products to be used and firms that will perform Work.
4. Indicate dates when cutting and patching is to be performed.
5. List utilities that will be disturbed or affected, including those that will be relocated and those that will be temporarily out-of-service. Indicate how long service will be disrupted.
6. Where cutting and patching involves addition of reinforcement to structural elements, submit details and engineering calculations to show how reinforcement is integrated with the original structure.
7. Approval by the OAR to proceed with cutting and patching does not waive the Owner’s right to later require complete removal and replacement of Work found to be cut and patched in an unsatisfactory manner.

B. Notify the OAR 48 hours in advance of any welding, cutting, burning, soldering, or any hot work.

1.5 QUALITY ASSURANCE

A. Requirements for Structural Work: Do not cut and patch structural elements in a manner that would reduce their load-carrying capacity or load-deflection ratio.

1. Obtain approval of the cutting and patching proposal before cutting and patching the following structural elements.

a. Bearing and retaining walls
b. Structural concrete
c. Structural steel
d. Lintels
e. Structural decking
f. Miscellaneous structural metals
g. Equipment supports
h. Piping, ductwork, vessels and equipment

B. Operational and Safety Limitations: Do not cut and patch operating elements or safety related components in a manner that would result in reducing their capacity to perform as intended, or result in increased maintenance, or decreased operational life or safety.

1. Obtain approval of the cutting and patching proposal before cutting and patching the following operating elements or safety related systems:

a. Control systems.
b. Communications systems.
c. Conveying systems.
d. Shoring, bracing, and sheeting.
e. Primary operational systems.
f. Air or smoke barriers.
g. Fire protection systems.
h. Noise and vibration control elements and systems.
i. Water lines.
j. Sewer lines.

C. Visual Requirements: Do not cut and patch construction in a manner that would, in the Architect's opinion, degrade the building's aesthetics, or result in visual evidence of cutting and patching. Remove and replace Work cut and patched unsatisfactorily.

1. If possible retain the original installer or fabricator to cut and patch the following categories of exposed work, or if it is not possible to engage the original installer or fabricator, engage another recognized experienced and specialized firm:

a. Processed concrete finishes

PART 2 - PRODUCTS

2.1 MATERIALS

A. Use materials that are identical to existing materials. If identical materials are not available or cannot be used where exposed surfaces are involved, obtain the Owner's approval to use substitute materials that match existing adjacent surfaces to the fullest extent possible with regard to visual effect. Use materials whose installed performance will equal or surpass that of existing materials.

B. Verify that new materials are compatible with existing materials in all respects where cutting and patching occurs.

PART 3 - EXECUTION

3.1 INSPECTION

A. Before cutting existing surfaces, examine surfaces to be cut and patched and conditions under which cutting and patching is to be performed. Take corrective action before proceeding, if unsafe or unsatisfactory conditions are encountered.

1. Before proceeding, meet at the site with all parties involved in cutting and patching. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts with Owner before proceeding.

3.2 PREPARATION

A. Temporary Support: Provide temporary support of Work to be cut.

B. Protection: Protect existing construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of the Project that might be exposed during cutting and patching operations.

1. Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.

C. Cutting: Take all precautions necessary to avoid cutting existing pipe or conduit serving the building, but scheduled to be removed or relocated until provisions have been made to bypass them.

3.3 PERFORMANCE

A. General: Employ skilled workmen to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time and complete without delay.

1. Cut existing construction to provide for installation of other components or performance of other construction activities and the subsequent fitting and patching required to restore surfaces to their original condition.

B. Cutting: Cut existing construction using methods least likely to damage elements to be retained or adjoining construction. Where possible review proposed procedures with the original installer; comply with the original installer's recommendations.

1. In general, where cutting is required, use hand or small power tools designed for sawing or grinding, not hammering and chopping. Cut holes and slots neatly to size required with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
2. To avoid marring existing finished surfaces, cut or drill from the exposed or finished side into concealed surfaces.
3. Cut through concrete and masonry using a cutting machine such as a carborundum saw or diamond core drill.
4. By-pass utility services such as pipe or conduit, before cutting, where services are shown or required to be removed, relocated or abandoned. Cut-off pipe or conduit in walls or partitions to be removed. Cap, valve or plug and seal the remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after by-passing and cutting.

C. Patching: Patch with durable seams that are as invisible as possible. Comply with specified tolerances.

1. Where feasible, inspect and test patched areas to demonstrate integrity of the installation.
2. Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.

3. Where removal of walls or partitions extends one finished area into another, patch and repair floor and wall surfaces to provide an even surface of uniform color and appearance. Remove existing floor and wall coverings and replace with new materials, if necessary to achieve uniform color and appearance.

    a. Where patching occurs in a smooth painted surface, extend final paint coat over entire unbroken surface containing the patch, after the patched area has received primer and second coat.

4. Patch, repair, or rehang existing ceilings as necessary to provide an even plane surface of uniform appearance.

3.4 CLEANING

A. Thoroughly clean areas where cutting and patching is performed or used as access. Remove completely any paint, mortar, oils, putty and items of similar nature. Thoroughly clean piping, conduit and similar features before painting or other finishing is applied. Restore damaged pipe covering to its original condition.

END OF SECTION 01045

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SECTION 01200 - PROJECT MEETINGS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section specifies administrative and procedural requirements for project meetings including but not limited to:

1. Pre-Construction Conference
2. Pre-Installation Conference
3. Coordination Meetings
4. Progress Meetings

B. Construction schedules are specified in Section 01300 Submittals.

1.3 PRE-CONSTRUCTION CONFERENCE

A. Schedule a pre-construction conference and organizational meeting at the project site or other convenient location no later than 20 days after execution of the agreement and prior to commencement of construction activities. Conduct the meeting to review responsibilities and personnel assignments.

B. Attends: The OWNERS, Representative, the Contractor and its superintendent, major subcontractors, manufacturers, suppliers and other concerned parties shall each be represented at the conference by persons familiar with and authorized to conclude matters relating to the work.

C. Agenda: Discuss items of significance that could affect progress including such topics as:

1. Tentative construction schedule
2. Critical Work sequencing and/coordinating
3. Designation of responsible personnel
4. Procedures for processing field decisions and Change Orders
5. Procedures for processing Applications for Payment
6. Distribution of Contract Documents
7. Submittal of Shop Drawings, Product Data and Samples
8. Preparation of record documents
9. Use of the Premises
10. Office, Work and storage areas
11. Equipment deliveries and priorities

12. Safety procedures
13. First aid
14. Security
15. Housekeeping
16. Working hours

D. Contractor must submit at the time of the meeting at least the following items:

1. Schedule of Values
2. Listing of key personnel including project superintendent and subcontractors with their addresses, telephone numbers, and emergency telephone numbers.
3. Preliminary Construction Schedule
4. Submittal Schedule

1.4 PRE-INSTALLATION CONFERENCE

A. Conduct a Pre-installation conference at the site before each construction activity that requires coordination with other construction. The Installer and representatives of manufacturers and fabricators involved in or affected by the installation, and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise at least 48 hours in advance the Project Manager of scheduled meeting dates.

1. Review the progress of other construction activities and preparations for the particular activity under consideration at each pre-installation conference, including requirements for:

a. Contract Documents
b. Options
c. Related Change Orders
d. Purchases
e. Deliveries
f. Shop Drawings, Product Data and Quality Control Samples
g. Possible conflicts
h. Compatibility problems
i. Time schedules
j. Weather limitations
k. Manufacturer's recommendations
l. Comparability of materials
m. Acceptability of substrates
n. Temporary facilities
o. Space and access limitations
p. Governing regulations
q. Safety
r. Inspection and testing requirements
s. Required performance results
t. Recording requirements
u. Protection

2. Record significant discussions and agreements and disagreements of each conference along with and approved schedule. Distribute the record of the meeting to everyone concerned promptly including the Owner and Architect.
3. Do not proceed if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of Work and reconvene the conference at the earliest feasible date.

1.5 COORDINATION MEETINGS

A. Conduct project coordination meeting at weekly intervals on day and time as established by the Project Manager or more frequently, if necessary convenient for all parties involved. Project coordination meetings are in addition to specific meetings held for other purposes, such as regular progress meetings and special pre-installation meetings.

B. Request representation at each meeting by every party currently involved in coordination or planning for the construction activities involved, to include subcontractors and representatives.

C. Contractor shall record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

1.6 PROGRESS MEETINGS

A. Conduct progress meetings at the Project site at bimonthly intervals or more frequently if necessary as directed by the Project Manager. Notify the Owner at least 48 hours in advance of scheduled meeting time and dates. Coordinate dates of meetings with preparation of the payment request.

B. Attendees: In addition to representatives of the Owner and Architect, each subcontractor, supplier or other entity concerned with current progress of involved in planning, coordination or performance of future activities with the project and authorized to conclude matters relating to progress.

C. Agenda: Review and correct or approve minutes of the previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to the current status of the Project.

1. Contractor's Construction Schedule: Review progress since the last meeting. Determine where each activity is in relation to the Contractor's Construction Schedule, whether on time, ahead, or behind schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
2. Review the present and future needs of each entity present, including such items as:

    a. Interface requirements
    b. Time
    c. Sequences
    d. Deliveries

e. Off-site fabrication problems
f. Access
g. Site utilization
h. Temporary facilities and services
i. Hours of work
j. Hazards and risks
k. Housekeeping
l. Quality and work standards
m. Change Orders
n. Documentation of information for payment requests.

D. Reporting: No later than 3 days after each progress meeting date, distribute copies of minutes of the meeting to each party present and to other parties who should have been present. Include a brief summary, in narrative form, or progress since the previous meeting and report.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01200

SECTION 01300 - SUBMITTALS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section specifies administrative and procedural requirements for submittals required for performance of the Work, including:

1. Contractors Construction Schedule
2. Submittal Schedule
3. Daily Construction Reports
4. Shop Drawings
5. Product Data
6. Samples

B. Administrative Submittals: Refer to other Division-1 Sections and other Contract Documents for requirements for administrative submittals. Such submittals include, but are not limited to:

1. Permits
2. Applications for Payment
3. Performance and Payment Bonds
4. Insurance Certificates
5. List of Subcontractors with start and finish dates (update as necessary)
6. Schedule of Values
7. Construction Schedule

C. The Schedule of Values submittal is included in Section 01027 Applications for Payment.

D. Inspection and test reports are included in Section 01400 Quality Requirements.

1.3 SUBMITTAL PROCEDURES

A. Coordination: Coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal sufficiently in advance of performance of related construction activities to avoid delay.

1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals and related activities that require sequential activity.

2. Coordinate transmittal of different types of submittals for related elements of the Work so processing will not be delayed by the need to review submittals concurrently for coordination.

    a. The Project Manager reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.

3. Processing: Allow sufficient review time so that installation will not be delayed as a result of the time required to process submittals, including time for resubmittals.

    a. Allow two weeks for initial review. Allow additional time if processing must be delayed to permit coordination with subsequent submittals. The Project Manager will promptly advise the Contractor when a submittal being processed must be delayed for coordination.
    b. If an intermediate submittal is necessary, process the same as the initial submittal.
    c. Allow two weeks for reprocessing each submittal.
    d. No extension of Contract Time will be authorized because of failure to transmit submittals to the Architect sufficiently in advance of the Work to permit processing.
    e. Submittals will be noted as received by A/E on date of receipt before 3:00pm EST of current business day or the following business day if received after 3:00pm EST of date of receipt.

B. Submittal Preparation: Place a permanent label or title block on each submittal for identification. Indicate the name of the entity that prepared each submittal on the label or title block.

1. Provide a space approximately 4" x 5" on the label or beside the title block on Shop Drawings to record the Contractor's review and approval markings and the action taken.
2. Include the following information on the label for processing and recording action taken.

    a. Project name
    b. Date
    c. Name and address of Architect
    d. Name and address of Contractor
    e. Name and address of subcontractor
    f. Name and address of supplier
    g. Name of manufacturer
    h. Number and title of appropriate Specification Section
    i. Drawing number and detail references, as appropriate.
    j. Related physical samples submitted directly.
    k. Indication of full or partial submittal.
    l. Transmittal number, numbered consecutively.
    m. Submittal and transmittal distribution record.
    n. Other necessary identification.
    o. Remarks.

C. Submittal Transmittal: Package each submittal appropriately for transmittal and handling. Transmit each submittal from Contractor to Project Manager using transmittal form as provided by the Project Manager. Submittals received from sources other than the Contractor will be returned without action.

1. On the transmittal record relevant information and requests for data. On the form, or separate sheet, record deviations from Contract Document requirements, including minor variations and limitation. Include Contractors certification that information complies with Contract Document requirements.
2. Transmittal Form: As provide by the Project Manager

D. Contractor shall be responsible for cost of re-review of rejected submittals, shop drawing, etc. Costs for re-review shall be reimbursed to the County by deducting the cost from the Contractors monthly progress payments. Costs to be determined by applying the consultant's standard billing rates, plus 10% handling by the County.

E. Substitution request to specified products will be made within 30 days of Notice to Proceed. After the 30 day period, no requests for substitutions from the Contractor will be considered.

1. Substitution submitted within the first 30 days will have product data from specified and requested substitute submitted together and demonstrate better quality, cost savings if of equal quality, or show benefit to the County for accepting the substitute.

F. Once submittals are approved or approved as noted, they will be scanned and converted to PDF documents with OCR (optical character recognition) and given to the owner.

G. Electronic Submittals: Identify and incorporate information in each electronic submittal file as follows:

1. Assemble complete submittal package into a single indexed file incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
2. Name file with submittal number or other unique identifier, including revision identifier.

a. File name shall use project identifier and Specification Section number followed by a decimal point and then a sequential number (e.g., LNHS-061000.01).
b. Resubmittals shall include an alphabetic suffix after another decimal point (e.g., LNHS-061000.01.A).

3. Provide means for insertion to permanently record Contractor's review and approval markings and action taken by Architect and Construction Manager.

1.4 CONTRACTORS CONSTRUCTION SCHEDULE

A. Critical Path Method (CPM) Schedule: Prepare a fully developed, horizontal bar-chart type Contractors construction schedule. Submit in accordance with Section 01200 Project Meetings.

1. Provide a separate time bar for each significant construction activity. Provide a continuous vertical line to identify the first working day of each week. Use the same breakdown of units of the work as indicated in the Schedule of Values.
2. Within each time bar, indicate estimated completion percentage in 10 percent increments. As work progresses, place a contrasting mark in each bar to indicate Actual Completion.
3. Prepare the schedule on a sheet, series of sheets, stable transparency, or other reproducible media, of sufficient width to show data for the entire construction period.
4. Secure time commitments for performing critical elements of the work from parties involved. Coordinate each element on the schedule with other construction activities; include minor elements involved in the sequence of the work. Show each activity in proper sequence. Indicate graphically sequences necessary for completion of related portions of the work.
5. Coordinate the Contractor's construction schedule with the schedule of values, list of subcontracts, submittal schedule, progress reports, payment request and other schedules.
6. Indicate completion in advance of the date established for Substantial Completion. Indicate Substantial Completion on the schedule to allow time for the Architect's procedures necessary for certification of Substantial Completion.

B. Phasing: Provide notations on the schedule to show how the sequence of the work is affected by requirements for phased completion to permit work by separate Contractors and partial occupancy by the Owner prior to Substantial Completion.

C. Work Stages: Indicate important stages of construction for each major portion of the work, including testing and installation.

D. Area Separations: Provide a separate time bar to identify each major construction area for each major portion of the work. Indicate where each element in an area must be sequenced or integrated with other activities.

E. Cost Correlation: At the head of the schedule, provide a two item cost correlation line, indicating precalculated and actual costs. On the line show dollar-volume of work performed as the dates used for preparation of payment requests.

1. Refer to Section Applications for Payment for cost reporting and payment procedures.

F. Distribution: Following response to the initial submittal, print and distribute copies to the Architect, Owner, subcontractors, and other parties required to comply with scheduled dates. Post copies in the project meeting room and temporary field office.

1. When revision are made distribute to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in construction activities.

G. Schedule Updating: Revise the schedule monthly or activity, where revisions have been recognized or made. Issue the updated schedule concurrently monthly pay request.

1.5 SUBMITTAL LOG

A. After development and acceptance of the Contractor's construction schedule, prepare a complete log of submittals.

1. Coordinate submittals log with the list of subcontracts, schedule of values and the list of products as well as the Contractor's construction schedule.
2. Prepare the log in chronological order; include all submittals required. Provide the following information:

a. Scheduled date for the first submittal
b. Related Section number
c. Submittal category
d. Name of subcontractor
e. Description of the part of the work covered
f. Scheduled date for resubmittal
g. Scheduled date the Architect's final release or approval.

3. All submittals must be received within the first 25% of contract time.

B. Distribution: Following response to initial submittal, print and distribute copies to the Project Manager, subcontractors, and other parties required to comply with submittal dates indicated. Post copies in the project meeting room and field office.

1. When revisions are made, distribute to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in construction activities.

C. Log Updating: Revise the log after each meeting or activity, where revisions have been recognized or made. Issue the updated schedule concurrently with report of each meeting.

1.6 DAILY CONSTRUCTION REPORTS

A. Prepare a daily construction report, recording the following information concerning events at the site; and submit duplicate copies to the Project Manager at weekly intervals:

1. List of subcontractors at the site
2. Approximate count of personnel at the site
3. High and low temperatures, general weather conditions
4. Accidents and unusual events
5. Meetings and significant decisions
6. Stoppages, delays, shortages, losses
7. Meter readings and similar recordings
8. Emergency procedures
9. Orders and requests of governing authorities
10. Change Orders received, implemented
11. Services connected, disconnected
12. Equipment or system tests and start-ups
13. Partial completions, occupancies

14. Substantial Completions authorized

1.7 SHOP DRAWINGS

A. Submit newly prepared information, drawn to accurate scale. Highlight, encircle, or otherwise indicate deviations from the Contract Documents. Do not reproduce Contract Documents or copy standard information as the basis of Shop Drawings. Standard information prepared without specific reference to the Project is not considered a Shop Drawings and will be rejected.

B. Shop Drawings include fabrication and installation drawings, setting diagrams, schedules, patterns, templates and similar drawings. Include the following information:

1. All required dimensions
2. Identification of products and materials included
3. Compliance with specified standards
4. Notation of coordination requirements
5. Notation of dimensions established by field measurement
6. Sheet Size: Except for templates, patterns and similar full-size Drawings on sheets at least 8 □" x 11" but no larger than 24" x 36".
7. Initial Submittal: Submit one correctable translucent reproducible print and one blue- or black-line print for the Project Managers review; the reproducible print will be returned.
8. Initial Submittal: Submit 2 blue-or black-line prints for the Architect's review; one will be returned.
9. Final Submittal: Submit 5 blue-or black-line prints; submit 7 prints where required for maintenance manuals. 3 prints will be retained; the remainder will be returned.
10. Final Submittal: Submit 3 blue-or black-line prints; submit 5 prints where required for maintenance manuals. 2 prints will be retained; the remainder will be returned.

    a. One of the prints returned shall be marked-up and maintained as a Record Documents.

11. Do not use Shop Drawings without an appropriate final stamp indicating action taken in connections with construction.

C. Coordination drawings are a special type of Shop Drawing that show the relationship and integration of different construction elements that require careful coordination during fabrication or installation to fit in the space provided or function as intended.

1. Preparation of coordination Drawings is specified in section Project Coordination and may include components previously shown in detail on Shop Drawings or Product Data.
2. Submit coordination Drawings for integration of different construction elements. Show sequence and relationships of separate components to avoid any conflict including conflicts in use of space.
3. Contractor is not entitled to additional payments due to lack of compliance with this Section.

1.8 PRODUCT DATA

A. Collect Product Data into a single submittal for each element of construction or system. Product Data includes printed information such as manufacturer's installation instructions, catalog cuts, standard color charts, roughing-in diagrams and templates, standard wiring diagrams and performance curves. Where Product Data must be specially prepared because standard printed data is not suitable for use, submit as □Shop Drawing.

1. Mark each copy to show applicable choices and options. Where printed Product Data includes information on several products, some of which are not required, mark copies to indicate the applicable information. Include the following information:

   a. Manufacturer's printed recommendations
   b. Compliance with recognized trade association standards
   c. Compliance with recognized testing agency standards
   d. Application of testing agency labels and seals
   e. Notation of dimensions verified by field measurement
   f. Notation of coordination requirements
   g. Manufacturer's local representative and phone number.

2. Do not submit Product Data until compliance with requirements of the Contract Documents has been confirmed.
3. Preliminary Submittal: Submit a preliminary single-copy of Product Data where selection of options is required.
4. Submittals: Submit six (6) copies of each required submittal. The Project Manager will return two (2) sets to the Contractor marked with action taken and corrections or modifications required.

   a. Unless noncompliance with Contract Document provisions is observed, the submittal may serve as the final submittal.

5. Distribution: Furnish copies of final submittal to installers, subcontractors, suppliers, manufacturers, fabricators, and others required for performance of construction activities. Show distribution on transmittal forms.

   a. Do not proceed with installation until an applicable copy of Product Data applicable is in the Installers possession.
   b. Do not permit use of unmarked copies of Product Data in connection with construction.

1.9 SAMPLES

A. Submit full-size, fully fabricated Samples cured and finished as specified and physically identical with the material or product proposed. Samples include partial sections of materials, color range sets, and swatches showing color, texture and pattern.

1. Mount, display, or package Samples in the manner specified to facilitate review of qualities indicated. Prepare Samples to match the Architect's/Owner's Sample. Include the following:

a. Generic description of the Sample
b. Sample source
c. Product name or name of manufacturer
d. Compliance with recognized standards
e. Availability and delivery time

2. Submit Samples for review of kind, color, pattern, and texture, for a final check of these characteristics with other elements, and for a comparison of these characteristics between the final submittal and the actual component as delivered and installed.

   a. Where variation in color, pattern, texture or other characteristics are inherent in the material or product represented, submit multiple units (not less than 3), that show approximate limits of the variations.
   b. Refer to other Specification Sections for requirements for Samples that illustrate workmanship, fabrication techniques, details of assembly, connections, operation and similar construction characteristics.

3. Preliminary submittals: Where Samples are for selection of color, pattern, texture or similar characteristics from a range of standard choices, submit a full set of choices for the material or product.

   a. Preliminary submittals will be reviewed and returned with the Architects/Owners mark indicating selection and other action.

4. Submittals: Except for Samples illustrating assembly details, workmanship, fabrication techniques, connections, operation and similar characteristics, submit 3 sets; one will be returned marked with the action taken.
5. Maintain sets of Samples, as returned, at the project site, for quality comparisons throughout the course of construction.

   a. Unless noncompliance with Contract Document provisions is observed, the submittal may serve as the final submittal.
   b. Sample sets may be used to obtain final acceptance of the construction associated with each set.

B. Distribution of Samples: Prepare and distribute additional sets to subcontractors, manufacturers, fabricators, suppliers, installers, and others as required for performance of the Work. Show distribution on transmittal forms.

   1. Field Samples specified in individual sections are special types of Samples. Field Samples are full-size examples erected on site to illustrate finishes, coatings, or finish materials and to establish the standard by which the work will be judged.

      a. Comply with submittal requirements. Process transmittal forms to provide a record of activity.

PART 2 - PRODUCTS

2.1 FLORIDA PRODUCT APPROVAL

A. Contractor shall provide Florida Product Approval Specifications sheet identifying all products that require Florida Product Approval per Florida Statue 553.842 and Florida Administrative Code 9B-72.

B. Specification Sheet shall include the following:

1. Category/Subcategory
2. Manufacture
3. Product Description
4. Design Pressure +/-
5. Wind Borne Debris Protection
6. Approval Number(s)
7. Contractor's Authorized Agent Signature, Printed Name & Date
8. Permit Number

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

A. Action and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect and Construction Manager.

B. Project Closeout and Maintenance Material Submittals: See requirements in Section 01700 "Project Close-Out"

C. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

3.2 ARCHITECT'S ACTION

A. Except for submittals for record, information or similar purposes, where action and return is required or requested, the Architect/Project Manager will review each submittal, mark to indicate action taken, and return promptly.

1. Compliance with specified characteristics is the Contractors responsibility.

B. Action Stamp: The Architect/Project Manager will stamp each submittal with a uniform, self-explanatory action stamp. The stamp will be appropriately marked, similarly as follows, to indicate the action taken:

1. REVIEWED: Where submittals are marked □No Exceptions Taken, that part of the work covered by the submittal may proceed provided it complies with requirements of the Contract Documents; final acceptance will depend upon that compliance.
2. FURNISHED AS MARKED: When submittals are marked □Made Corrections Noted that part of the Work covered by the submittal may proceed provided it complies with notations or corrections on the submittal and requirements of the Contract Documents; final acceptance will depend on that compliance.
3. REVISE AND RESUBMIT: When submittal is marked □Revise and Resubmit, do not proceed with that part of the Work covered by the submittal, including purchasing, fabrication, delivery, or other activity. Revise or prepare a new submittal in accordance with the notations; resubmit without delay. Repeat if necessary to obtain a different action mark.

    a. Do not permit submittals marked □Revise and Resubmit to be used at the Project site, or elsewhere where work is in progress.

4. REJECTED: Submittal does not comply with requirements of the Contract Documents. Submittal must be discarded and entirely new submittal shall be forward to the Project Manager without delay.
5. NOT REVIEWED: No action taken on this item.

END OF SECTION 01300

SECTION 01310 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Administrative provisions for coordinating construction operations on Project including, but not limited to, the following:

   a. Coordination Drawings.
   b. Project meetings.
   c. Requests for Information (RFIs).

B. See Division 1 Section "Execution Requirements" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.

1.2 DEFINITIONS

A. RFI: Request from Contractor seeking interpretation or clarification of the Contract Documents.

1.3 COORDINATION

A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations, included in different Sections, that depend on each other for proper installation, connection, and operation.

1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
2. Coordinate installation of different components with other contractors to ensure maximum accessibility for required maintenance, service, and repair.
3. Make adequate provisions to accommodate items scheduled for later installation.
4. Where availability of space is limited, coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair of all components, including mechanical and electrical.

B. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.

1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.

C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other contractors to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:

1. Preparation of Contractor's Construction Schedule.
2. Preparation of the Schedule of Values.
3. Installation and removal of temporary facilities and controls.
4. Delivery and processing of submittals.
5. Progress meetings.
6. Preinstallation conferences.
7. Project closeout activities.
8. Startup and adjustment of systems.
9. Project closeout activities.

1.4 SUBMITTALS

A. Coordination Drawings: Prepare Coordination Drawings if limited space availability necessitates maximum utilization of space for efficient installation of different components or if coordination is required for installation of products and materials fabricated by separate entities.

1. Content: Project-specific information, drawn accurately to scale. Do not base Coordination Drawings on reproductions of the Contract Documents or standard printed data. Include the following information, as applicable:

   a. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
   b. Indicate dimensions shown on the Contract Drawings and make specific note of dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternate sketches to Architect for resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.

2. Sheet Size: At least 8-1/2 by 11 inches but no larger than 30 by 40 inches.
3. Number of Copies: Submit five (5) copies of each submittal. Architect and Consultants will each retain one copy.
4. Refer to individual Sections for Coordination Drawing requirements for Work in those Sections.

1.5 PROJECT MEETINGS

A. General: Schedule and conduct meetings and conferences at Project site, unless otherwise indicated.

1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and Architect of scheduled meeting dates and times.
2. Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.
3. Minutes: Record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner and Architect, within three days of the meeting.

B. Preconstruction Conference: Schedule a preconstruction conference before starting construction, at a time convenient to Owner and Architect, but no later than 20 days after execution of the Agreement. Hold the conference at Project site or another convenient location. Conduct the meeting to review responsibilities and personnel assignments.

1. Attendees: Authorized representatives of Owner, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Discuss items of significance that could affect progress, including the following:

    a. Tentative construction schedule.
    b. Phasing.
    c. Critical work sequencing and long-lead items.
    d. Designation of key personnel and their duties.
    e. Procedures for processing field decisions and Change Orders.
    f. Procedures for RFIs.
    g. Procedures for testing and inspecting.
    h. Procedures for processing Applications for Payment.
    i. Distribution of the Contract Documents.
    j. Submittal procedures.
    k. Preparation of Record Documents.
    l. Use of the premises.
    m. Work restrictions.
    n. Owner's occupancy requirements.
    o. Responsibility for temporary facilities and controls.
    p. Construction waste management and recycling.
    q. Parking availability.
    r. Office, work, and storage areas.
    s. Equipment deliveries and priorities.
    t. First aid.
    u. Security.
    v. Progress cleaning.
    w. Working hours.

3. Minutes: Record and distribute meeting minutes.

C. Preinstallation Conferences: Conduct a preinstallation conference at Project site before each construction activity that requires coordination with other construction.

1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect of scheduled meeting dates.
2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:

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

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

D. Progress Meetings: Conduct progress meetings at weekly intervals. Coordinate dates of meetings with preparation of payment requests.

1. Attendees: In addition to representatives of Owner and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities

shall be represented at these meetings. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.

2. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.

    a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's Construction Schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.

        1) Review schedule for next period.

    b. Review present and future needs of each entity present, including the following:

        1) Interface requirements
        2) Sequence of operations
        3) Status of submittals
        4) Deliveries
        5) Off-site fabrication
        6) Access
        7) Site utilization
        8) Temporary facilities and controls
        9) Work hours
        10) Hazards and risks
        11) Progress cleaning
        12) Quality and work standards
        13) Status of correction of deficient items
        14) Field observations
        15) RFI’s
        16) Status of proposal requests
        17) Pending changes
        18) Status of Change Orders
        19) Pending claims and disputes
        20) Documentation of information for payment requests.

3. Minutes: Record the meeting minutes.
4. Reporting: Distribute minutes of the meeting to each party present and to parties who should have been present.

    a. Schedule Updating: Revise Contractor's Construction Schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.

1.6 REQUESTS FOR INFORMATION (RFI'S)

A. Procedure: Immediately on discovery of the need for interpretation of the Contract Documents, and if not possible to request interpretation at Project meeting, prepare and submit an RFI in the form specified.

1. RFI's shall originate with Contractor. RFI's submitted by entities other than Contractor will be returned with no response.
2. Coordinate and submit RFI's in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.

B. Content of the RFI: Include a detailed, legible description of item needing interpretation and the following:

1. Project name.
2. Date.
3. Name of Contractor.
4. Name of Architect.
5. RFI number, numbered sequentially.
6. Specification Section number and title and related paragraphs, as appropriate.
7. Drawing number and detail references, as appropriate.
8. Field dimensions and conditions, as appropriate.
9. Contractor's suggested solution(s). If Contractor's solution(s) impact the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
10. Contractor's signature.
11. Attachments: Include drawings, descriptions, measurements, photos, Product Data, Shop Drawings, and other information necessary to fully describe items needing interpretation.

C. Architect's Action: Architect will review each RFI, determine action required, and return it. Allow seven working days for Architect's response for each RFI. RFIs received after 1:00 p.m. will be considered as received the following working day.

1. The following RFIs will be returned without action:

a. Requests for approval of submittals.
b. Requests for approval of substitutions.
c. Requests for coordination information already indicated in the Contract Documents.
d. Requests for adjustments in the Contract Time or the Contract Sum.
e. Requests for interpretation of Architect's actions on submittals.
f. Incomplete RFIs or RFIs with numerous errors.

2. Architect's action may include a request for additional information, in which case Architect's time for response will start again.
3. Architect's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Division 1 Section "Contract Modification Procedures."

a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Architect in writing within 10 days of receipt of the RFI response.

D. On receipt of Architect's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Architect within seven days if Contractor disagrees with response.

E. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log weekly.

1. Project name.
2. Name and address of Contractor.
3. Name and address of Architect.
4. RFI number including RFIs that were dropped and not submitted.
5. RFI description.
6. Date the RFI was submitted.
7. Date Architect's response was received.
8. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

END OF SECTION 01310

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SECTION 01320 - CONSTRUCTION PROGRESS DOCUMENTATION

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:

1. Preliminary Construction Schedule.
2. Contractor's Construction Schedule.
3. Submittals Schedule.
4. Material location reports.
5. Field condition reports.
6. Special reports.

1.2 DEFINITIONS

A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction project. Activities included in a construction schedule consume time and resources.

1. Critical activities are activities on the critical path. They must start and finish on the planned early start and finish times.
2. Predecessor activity is an activity that must be completed before a given activity can be started.

B. CPM: Critical path method, which is a method of planning and scheduling a construction project where activities are arranged based on activity relationships. Network calculations determine when activities can be performed and the critical path of Project.

C. Critical Path: The longest continuous chain of activities through the network schedule that establishes the minimum overall Project duration and contains no float.

D. Event: The starting or ending point of an activity.

E. Float: The measure of leeway in starting and completing an activity.

1. Float time is not for the exclusive use or benefit of either Owner or Contractor, but is a jointly owned, expiring Project resource available to both parties as needed to meet schedule milestones and Contract completion date.
2. Free float is the amount of time an activity can be delayed without adversely affecting the early start of the following activity.
3. Total float is the measure of leeway in starting or completing an activity without adversely affecting the planned Project completion date.

F. Fragnet: A partial or fragmentary network that breaks down activities into smaller activities for greater detail.

G. Major Area: A story of construction, a separate building, or a similar significant construction element.

H. Milestone: A key or critical point in time for reference or measurement.

I. Network Diagram: A graphic diagram of a network schedule, showing activities and activity relationships.

1.3 SUBMITTALS

A. Submittals Schedule: Submit three copies of schedule. Arrange the following information in a tabular format:

1. Scheduled date for first submittal.
2. Specification Section number and title.
3. Submittal category (action or informational).
4. Name of subcontractor.
5. Description of the Work covered.
6. Scheduled date for Architect's final release or approval.

B. Contractor's Construction Schedule: Submit two printed copies of initial schedule, one a reproducible print and one a blue-or black-line print, large enough to show entire schedule for entire construction period.

C. CPM Reports: Concurrent with CPM schedule, submit three printed copies of each of the following computer-generated reports. Format for each activity in reports shall contain activity number, activity description, original duration, remaining duration, early start date, early finish date, late start date, late finish date, and total float.

1. Activity Report: List of all activities sorted by activity number and then early start date, or actual start date if known.
2. Logic Report: List of preceding and succeeding activities for all activities, sorted in ascending order by activity number and then early start date, or actual start date if known.
3. Total Float Report: List of all activities sorted in ascending order of total float.
4. Earnings Report: Compilation of Contractor's total earnings from commencement of the Work until most recent Application for Payment.

D. Field Condition Reports: Submit two copies at time of discovery of differing conditions.

E. Special Reports: Submit two copies at time of unusual event.

1.4 QUALITY ASSURANCE

A. Prescheduling Conference: Conduct conference at Project site to comply with requirements in Division 1 Section "Project Management and Coordination." Review

methods and procedures related to the Preliminary Construction Schedule and Contractor's Construction Schedule, including, but not limited to, the following:

1. Review software limitations and content and format for reports.
2. Verify availability of qualified personnel needed to develop and update schedule.
3. Discuss constraints, including work stages area separations interim milestones and partial Owner occupancy.
4. Review delivery dates for Owner-furnished products.
5. Review schedule for work of Owner's separate contracts.
6. Review time required for review of submittals and resubmittals.
7. Review requirements for tests and inspections by independent testing and inspecting agencies.
8. Review time required for completion and startup procedures.
9. Review and finalize list of construction activities to be included in schedule.
10. Review submittal requirements and procedures.
11. Review procedures for updating schedule.

1.5 COORDINATION

A. Coordinate preparation and processing of schedules and reports with performance of construction activities and with scheduling and reporting of separate contractors.

B. Coordinate Contractor's Construction Schedule with the Schedule of Values, list of subcontracts, Submittals Schedule, progress reports, payment requests, and other required schedules and reports.

1. Secure time commitments for performing critical elements of the Work from parties involved.
2. Coordinate each construction activity in the network with other activities and schedule them in proper sequence.

PART 2 - PRODUCTS

2.1 SUBMITTALS SCHEDULE

A. Preparation: After development and acceptance of the Contractor’s construction schedule, prepare a complete schedule of submittals utilizing Constructware database. Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, resubmittal, ordering, manufacturing, fabrication, and delivery when establishing dates.

1. Submittal Schedule: Coordinate Submittals Schedule with list of subcontracts, the Schedule of Values, and Contractor's Construction Schedule.

a. Prepare the schedule on chronological order; include submittals required during the first 90 days of construction. Provide the following information.

1) Scheduled date for the first submittal
2) Related Section number

3) Submittal category
4) Name of subcontractor
5) Description of the part of the Work covered
6) Scheduled date for resubmittal
7) Scheduled date of the Architect's final release or approval.

2. Initial Submittal: Submit concurrently with preliminary bar-chart schedule. Include submittals required during the first 90 days of construction. List those required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
3. Final Submittal: Submit concurrently with the first complete submittal of Contractor's Construction Schedule.

2.2 CONTRACTOR'S CONSTRUCTION SCHEDULE, GENERAL

A. Bar-Chart Schedule: Prepare a fully developed, horizontal-bar chart type Contractor's construction schedule. Submit within 30 days of the date established for "Commencement of the Work."

1. Provide a separate time bar for each significant construction activity. Provide a continuous vertical line to identify the first working day of each week. Use the same breakdown o f units of the Work as indicated in the Schedule of Values.
2. Within each time bar indicate estimated completion percentage in 10 percent increments. As Work progresses, place a contrasting mark in each bar to indicate Actual Completion.
3. Prepare the schedule on a sheet, or series of sheets, of stable transparency, or other reproducible media, of sufficient width to show data for the entire construction period.
4. Secure time commitments for performing critical elements of the Work from parties involved. Coordinate each element on the schedule with other construction activities; include minor elements involved in the sequence of the Work. Show each activity in proper sequence. Indicate graphically sequences necessary for completion of related portions of the Work.

B. Time Frame: Extend schedule from date established for commencement of the Work to date of Substantial Completion.

1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.

C. Activities: Treat each story or separate area as a separate numbered activity for each principal element of the Work. Comply with the following:

1. Activity Duration: Define activities so no activity is longer than 20 days, unless specifically allowed by Architect.
2. Procurement Activities: Include procurement process activities for long lead items and major items, requiring a cycle of more than 60 days, as separate activities in schedule. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.

3. Submittal Review Time: Include review and resubmittal times indicated in Division 1 Section "Submittal Procedures" in schedule. Coordinate submittal review times in Contractor's Construction Schedule with Submittals Schedule.
4. Startup and Testing Time: Include estimated number days for startup and testing.
5. Substantial Completion: Indicate completion in advance of date established for Substantial Completion, and allow time for Architect's administrative procedures necessary for certification of Substantial Completion.

D. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.

1. Phasing: Arrange list of activities on schedule by phase. Provide notations on the schedule to show how the sequence of the Work is affected by requirements for phased completion to permit Work by separate contractors and partial occupancy by the Owner prior to Substantial Completion.
2. Products Ordered in Advance: Include a separate activity for each product. Include delivery date indicated in Division 1 Section "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
3. Owner-Furnished Products: Include a separate activity for each product. Include delivery date indicated in Division 1 Section "Summary of Work." Delivery dates indicated stipulate the earliest possible delivery date.
4. Work Stages: Indicate important stages of construction for each major portion of the Work, including, but not limited to, testing and installation.
5. Area Separations: Identify each major area of construction for each major portion of the Work. Indicate where each construction activity within a major area must be sequenced or integrated with other construction activities.

E. Milestones: Include milestones indicated in the Contract Documents in schedule, including, but not limited to, the Notice to Proceed, Substantial Completion, and Final Completion.

F. Contract Modifications: For each proposed contract modification and concurrent with its submission, prepare a time-impact analysis using fragnets to demonstrate the effect of the proposed change on the overall project schedule.

G. Computer Software: Prepare schedules using a program that has been developed specifically to manage construction schedules.

2.3 CONTRACTOR'S CONSTRUCTION SCHEDULE (CPM SCHEDULE)

A. General: Prepare network diagrams using AON (activity-on-node) format.

B. Preliminary Network Diagram: Submit diagram within 14 days of date established for commencement of the Work. Outline significant construction activities for the first 90 days of construction. Include skeleton diagram for the remainder of the Work and a cash requirement prediction based on indicated activities.

C. CPM Schedule: Prepare Contractor's Construction Schedule using a CPM network analysis diagram.

1. Develop network diagram in sufficient time to submit CPM schedule so it can be accepted for use no later than 30 days after date established for commencement of the Work.
2. Conduct educational workshops to train and inform key Project personnel, including subcontractors' personnel, in proper methods of providing data and using CPM schedule information.
3. Establish procedures for monitoring and updating CPM schedule and for reporting progress. Coordinate procedures with progress meeting and payment request dates.
4. Use "one workday" as the unit of time.

D. CPM Schedule Preparation: Prepare a list of all activities required to complete the Work. Using the preliminary network diagram, prepare a skeleton network to identify probable critical paths.

1. Activities: Indicate the estimated time duration, sequence requirements, and relationship of each activity in relation to other activities. Include estimated time frames for the following activities:

    a. Preparation and processing of submittals.
    b. Purchase of materials.
    c. Delivery.
    d. Fabrication.
    e. Installation.

2. Processing: Process data to produce output data or a computer-drawn, time-scaled network. Revise data, reorganize activity sequences, and reproduce as often as necessary to produce the CPM schedule within the limitations of the Contract Time.

E. Initial Issue of Schedule: Prepare initial network diagram from a list of straight "early start-total float" sort. Identify critical activities. Prepare tabulated reports showing the following:

1. Contractor or subcontractor and the Work or activity.
2. Description of activity.
3. Principal events of activity.
4. Immediate preceding and succeeding activities.
5. Early and late start dates.
6. Early and late finish dates.
7. Activity duration in workdays.
8. Total float or slack time.
9. Average size of workforce.
10. Dollar value of activity (coordinated with the Schedule of Values).

F. Schedule Updating: Concurrent with making revisions to schedule, prepare tabulated reports showing the following:

1. Identification of activities that have changed.
2. Changes in early and late start dates.

3. Changes in early and late finish dates.
4. Changes in activity durations in workdays.
5. Changes in the critical path.
6. Changes in total float or slack time.
7. Changes in the Contract Time.

2.4 REPORTS

A. Material Location Reports: At Owner's request prepare a comprehensive list of materials delivered to and stored at Project site. List shall be cumulative, showing materials previously reported plus items recently delivered. Include with list a statement of progress on and delivery dates for materials or items of equipment fabricated or stored away from Project site.

B. Field Condition Reports: Immediately on discovery of a difference between field conditions and the Contract Documents, prepare a detailed report. Submit with a request for information on CSI Form 13.2A. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

2.5 SPECIAL REPORTS

A. General: Submit special reports directly to Owner within one day of an occurrence. Distribute copies of report to parties affected by the occurrence.

B. Reporting Unusual Events: When an event of an unusual and significant nature occurs at Project site, whether or not related directly to the Work, prepare and submit a special report. List chain of events, persons participating, response by Contractor's personnel, evaluation of results or effects, and similar pertinent information. Advise Owner in advance when these events are known or predictable.

PART 3 - EXECUTION

3.1 CONTRACTOR'S CONSTRUCTION SCHEDULE

A. Contractor's Construction Schedule Updating: At monthly intervals, update schedule to reflect actual construction progress and activities. Issue schedule one week before each regularly scheduled progress meeting.

1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting.
2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
3. As the Work progresses, indicate Actual Completion percentage for each activity.

B. Distribution: Distribute copies of approved schedule to Architect, Owner, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.

1. Post copies in Project meeting rooms and temporary field offices.
2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.

END OF SECTION 01320

SECTION 01323 - PHOTOGRAPHIC DOCUMENTATION

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative and procedural requirements for the following:

1. Preconstruction photographs.
2. Periodic construction photographs.
3. Final completion construction photographs.

1.2 INFORMATIONAL SUBMITTALS

A. Key Plan: Submit key plan of Project site and building with notation of vantage points marked for location and direction of each photograph. Indicate elevation or story of construction. Include same information as corresponding photographic documentation.

B. Digital Photographs: Submit image files within two days of taking photographs.

1. Digital Camera: Minimum sensor resolution of 4 megapixels.
2. Format: Minimum 1600 by 768 pixels, in unaltered original files, with same aspect ratio as the sensor, uncropped, date-and time-stamped, in folder named by date of photograph, accompanied by key plan file.
3. Identification: Provide the following information with each image description in file metadata tag:

a. Name of Project.
b. Name and contact information for photographer.
c. Name of Architect.
d. Name of Contractor.
e. Date photograph was taken.
f. Description of vantage point, indicating location, direction (by compass point), and elevation or story of construction.
g. Unique sequential identifier keyed to accompanying key plan.

1.3 USAGE RIGHTS

A. Transfer copyright usage rights from photographer to Owner for unlimited reproduction of photographic documentation.

PART 2 - PRODUCTS

2.1 PHOTOGRAPHIC MEDIA

A. Digital Images: Provide images in JPG format, produced by a digital camera with minimum sensor size of 4 megapixels, and at an image resolution of not less than 1024 x 768 pixels.

PART 3 - EXECUTION

3.1 CONSTRUCTION PHOTOGRAPHS

A. General: Take color photographs using the maximum range of depth of field, and that are in focus, to clearly show the Work. Photographs with blurry or out-of-focus areas will not be accepted.

1. Maintain key plan with each set of construction photographs that identifies each photographic location.

B. Digital Images: Submit digital images exactly as originally recorded in the digital camera, without alteration, manipulation, editing, or modifications using image-editing software.

1. Date and Time: Include date and time in file name for each image.
2. Field Office Images: Maintain one set of images accessible in the field office at Project site, available at all times for reference. Identify images in the same manner as those submitted to Architect.

C. Preconstruction Photographs: Before commencement of demolition and starting construction, take color photographs of Project site and surrounding properties, including existing items to remain during construction, from different vantage points, as directed by Architect.

1. Flag construction limits before taking construction photographs.
2. Take multiple photographs to show existing conditions adjacent to property before starting the Work.

D. Periodic Construction Photographs: Take color photographs within a few days associated with the cutoff date associated with each Application for Payment. Select vantage points to show status of construction and progress since last photographs were taken.

E. Architect-Directed Construction Photographs: From time to time Architect will instruct photographer about number and frequency of photographs and general directions on vantage points. Select actual vantage points and take photographs to show the status of construction and progress since last photographs were taken.

1. Final Completion Construction Photographs: Take color photographs after date of Substantial Completion for submission as project record documents. Architect will inform photographer of desired vantage points.

END OF SECTION 01323

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SECTION 01380 - PRE-CONSTRUCTION VIDEO

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of Contract, including Contractual Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes: construction video

1.3 SUBMITTALS

A. Submit two Recordable Discs (CD-R, DVD ± R) of the entire construction site prior to the commencement of any work. Video format shall be compatible with the latest release of Windows media. The discs shall be approved by the OAR prior to the commencement of construction activity.

PART 2 - PRODUCTS (NOT APPLICABLE)

PART 3 - EXECUTION

3.1 PRE-CONSTRUCTION RECORDABLE DISCS

A. Before starting construction, record video of the site and surrounding properties from different points of view as selected by the Designer and OAR. Record pre-existing conditions of the site and abutting properties obtained from several perspectives. Provide narrative describing the vantage point and area being recorded.

1. Take videos in sufficient number to show existing conditions adjacent to the property before starting work.
2. Take videos of existing improvement adjoining the property in sufficient detail to record accurately the physical conditions at the start of construction.
3. Contractor to camera the plumbing lines 30' back into the main before and after the project

END OF SECTION 01380

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SECTION 01400 - QUALITY REQUIREMENTS

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative and procedural requirements for quality assurance and quality control.

B. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.

1. Specific quality-assurance and -control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
3. Requirements for Contractor to provide quality-assurance and -control services required by Architect, Owner, or authorities having jurisdiction are not limited by provisions of this Section.
4. Specific test and inspection requirements are not specified in this Section.

1.2 DEFINITIONS

A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.

B. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Services do not include contract enforcement activities performed by Architect.

C. Mockups: Full-size physical assemblies that are constructed on-site. Mockups are constructed to verify selections made under Sample submittals; to demonstrate aesthetic effects and, where indicated, qualities of materials and execution; to review coordination, testing, or operation; to show interface between dissimilar materials; and to demonstrate compliance with specified installation tolerances. Mockups are not Samples. Unless otherwise indicated, approved mockups establish the standard by which the Work will be judged.

1. Integrated Exterior Mockups: Mockups of the exterior envelope erected separately from the building but on Project site, consisting of multiple products, assemblies, and subassemblies.

2. Room Mockups: Mockups of typical interior spaces complete with wall, floor, and ceiling finishes, doors, windows, millwork, casework, specialties, furnishings and equipment, and lighting.

D. Preconstruction Testing: Tests and inspections performed specifically for Project before products and materials are incorporated into the Work, to verify performance or compliance with specified criteria.

E. Product Testing: Tests and inspections that are performed by an NRTL, an NVLAP, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.

F. Source Quality-Control Testing: Tests and inspections that are performed at the source, e.g., plant, mill, factory, or shop.

G. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.

H. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.

I. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.

1. Use of trade-specific terminology in referring to a trade or entity does not require that certain construction activities be performed by accredited or unionized individuals, or that requirements specified apply exclusively to specific trade(s).

J. Experienced: When used with an entity or individual, "experienced" means having successfully completed a minimum of five previous projects similar in nature, size, and extent to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.

1.3 CONFLICTING REQUIREMENTS

A. Referenced Standards: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to Architect for a decision before proceeding.

B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Architect for a decision before proceeding.

1.4 ACTION SUBMITTALS

A. Shop Drawings: For integrated exterior mockups, provide plans, sections, and elevations, indicating materials and size of mockup construction.

1. Indicate manufacturer and model number of individual components.
2. Provide axonometric drawings for conditions difficult to illustrate in two dimensions.

1.5 INFORMATIONAL SUBMITTALS

A. Contractor's Quality-Control Plan: For quality-assurance and quality-control activities and responsibilities.

B. Qualification Data: For Contractor's quality-control personnel.

C. Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.

D. Schedule of Tests and Inspections: Prepare in tabular form and include the following:

1. Specification Section number and title.
2. Entity responsible for performing tests and inspections.
3. Description of test and inspection.
4. Identification of applicable standards.
5. Identification of test and inspection methods.
6. Number of tests and inspections required.
7. Time schedule or time span for tests and inspections.
8. Requirements for obtaining samples.
9. Unique characteristics of each quality-control service.

1.6 CONTRACTOR'S QUALITY-CONTROL PLAN

A. Quality-Control Plan, General: Submit quality-control plan within 10 days of Notice of Award, and not less than five days prior to preconstruction conference. Submit in format acceptable to Architect. Identify personnel, procedures, controls, instructions, tests, records, and forms to be used to carry out Contractor's quality-assurance and quality-control responsibilities. Coordinate with Contractor's construction schedule.

B. Quality-Control Personnel Qualifications: Engage qualified full-time personnel trained and experienced in managing and executing quality-assurance and quality-control procedures similar in nature and extent to those required for Project.

1. Project quality-control manager may also serve as Project superintendent.

C. Submittal Procedure: Describe procedures for ensuring compliance with requirements through review and management of submittal process. Indicate qualifications of personnel responsible for submittal review.

D. Testing and Inspection: In quality-control plan, include a comprehensive schedule of Work requiring testing or inspection, including the following:

1. Contractor-performed tests and inspections including subcontractor-performed tests and inspections. Include required tests and inspections and Contractor-elected tests and inspections.
2. Special inspections required by authorities having jurisdiction and indicated on the "Statement of Special Inspections."
3. Owner-performed tests and inspections indicated in the Contract Documents.

E. Continuous Inspection of Workmanship: Describe process for continuous inspection during construction to identify and correct deficiencies in workmanship in addition to testing and inspection specified. Indicate types of corrective actions to be required to bring work into compliance with standards of workmanship established by Contract requirements and approved mockups.

F. Monitoring and Documentation: Maintain testing and inspection reports including log of approved and rejected results. Include work Architect has indicated as nonconforming or defective. Indicate corrective actions taken to bring nonconforming work into compliance with requirements. Comply with requirements of authorities having jurisdiction.

1.7 REPORTS AND DOCUMENTS

A. Test and Inspection Reports: Prepare and submit certified written reports specified in other Sections. Include the following:

1. Date of issue.
2. Project title and number.
3. Name, address, and telephone number of testing agency.
4. Dates and locations of samples and tests or inspections.
5. Names of individuals making tests and inspections.
6. Description of the Work and test and inspection method.
7. Identification of product and Specification Section.
8. Complete test or inspection data.
9. Test and inspection results and an interpretation of test results.
10. Record of temperature and weather conditions at time of sample taking and testing and inspecting.
11. Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.
12. Name and signature of laboratory inspector.
13. Recommendations on retesting and reinspecting.

B. Manufacturer's Technical Representative's Field Reports: Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other Sections. Include the following:

1. Name, address, and telephone number of technical representative making report.
2. Statement on condition of substrates and their acceptability for installation of product.

3. Statement that products at Project site comply with requirements.
4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
6. Statement whether conditions, products, and installation will affect warranty.
7. Other required items indicated in individual Specification Sections.

C. Factory-Authorized Service Representative's Reports: Prepare written information documenting manufacturer's factory-authorized service representative's tests and inspections specified in other Sections. Include the following:

1. Name, address, and telephone number of factory-authorized service representative making report.
2. Statement that equipment complies with requirements.
3. Results of operational and other tests and a statement of whether observed performance complies with requirements.
4. Statement whether conditions, products, and installation will affect warranty.
5. Other required items indicated in individual Specification Sections.

D. Permits, Licenses, and Certificates: For Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.

1.8 QUALITY ASSURANCE

A. General: Qualifications paragraphs in this article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.

B. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.

C. Fabricator Qualifications: A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.

D. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.

E. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that are similar in material, design, and extent to those indicated for this Project.

F. Specialists: Certain Specification Sections require that specific construction activities shall be performed by entities who are recognized experts in those operations. Specialists shall satisfy qualification requirements indicated and shall be engaged for the activities indicated.

1. Requirements of authorities having jurisdiction shall supersede requirements for specialists.

G. Testing Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, as documented according to ASTM E 329; and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.

1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.7.
2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.

H. Manufacturer's Technical Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.

I. Factory-Authorized Service Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.

J. Preconstruction Testing: Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:

1. Contractor responsibilities include the following:

a. Provide test specimens representative of proposed products and construction.
b. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.
c. Provide sizes and configurations of test assemblies, mockups, and laboratory mockups to adequately demonstrate capability of products to comply with performance requirements.
d. Build site-assembled test assemblies and mockups using installers who will perform same tasks for Project.
e. Build laboratory mockups at testing facility using personnel, products, and methods of construction indicated for the completed Work.
f. When testing is complete, remove test specimens, assemblies, and mockups; do not reuse products on Project.

2. Testing Agency Responsibilities: Submit a certified written report of each test, inspection, and similar quality-assurance service to Architect, with copy to

Contractor. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.

K. Mockups: Before installing portions of the Work requiring mockups, build mockups for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work:

1. Build mockups in location and of size indicated or, if not indicated, as directed by Architect.
2. Notify Architect seven days in advance of dates and times when mockups will be constructed.
3. Employ supervisory personnel who will oversee mockup construction. Employ workers that will be employed during the construction at Project.
4. Demonstrate the proposed range of aesthetic effects and workmanship.
5. Obtain Architect's approval of mockups before starting work, fabrication, or construction.

    a. Allow seven days for initial review and each re-review of each mockup.

6. Maintain mockups during construction in an undisturbed condition as a standard for judging the completed Work.
7. Demolish and remove mockups when directed unless otherwise indicated.

L. Integrated Exterior Mockups: Construct integrated exterior mockup according to approved Shop Drawings. Coordinate installation of exterior envelope materials and products for which mockups are required in individual Specification Sections, along with supporting materials.

M. Room Mockups: Construct room mockups incorporating required materials and assemblies, finished according to requirements. Provide required lighting and additional lighting where required to enable Architect to evaluate quality of the Work. Provide room mockups of the following rooms:

1. Where indicated on the Drawings.

1.9 QUALITY CONTROL

A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.

1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.
2. Payment for these services will be made from testing and inspecting allowances, as authorized by Change Orders.
3. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor, and the Contract Sum will be adjusted by Change Order.

B. Contractor Responsibilities: Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional quality-control activities required to verify that the Work complies with requirements, whether specified or not.

1. Unless otherwise indicated, provide quality-control services specified and those required by authorities having jurisdiction. Perform quality-control services required of Contractor by authorities having jurisdiction, whether specified or not.
2. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform these quality-control services.

    a. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.

3. Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspecting will be performed.
4. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
5. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
6. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.

C. Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Section 01300 "Submittal".

D. Manufacturer's Technical Services: Where indicated, engage a manufacturer's technical representative to observe and inspect the Work. Manufacturer's technical representative's services include participation in pre-installation conferences, examination of substrates and conditions, verification of materials, observation of Installer activities, inspection of completed portions of the Work, and submittal of written reports.

E. Retesting/Re-inspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and re-inspecting, for construction that replaced Work that failed to comply with the Contract Documents.

F. Testing Agency Responsibilities: Cooperate with Architect and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.

1. Notify Architect and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
2. Determine the location from which test samples will be taken and in which in-situ tests are conducted.
3. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.

4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
6. Do not perform any duties of Contractor.

G. Associated Services: Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:

1. Access to the Work.
2. Incidental labor and facilities necessary to facilitate tests and inspections.
3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
4. Facilities for storage and field curing of test samples.
5. Preliminary design mix proposed for use for material mixes that require control by testing agency.
6. Security and protection for samples and for testing and inspecting equipment at Project site.

H. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.

1. Schedule times for tests, inspections, obtaining samples, and similar activities.

I. Schedule of Tests and Inspections: Prepare a schedule of tests, inspections, and similar quality-control services required by the Contract Documents. Coordinate and submit concurrently with Contractor's construction schedule. Update as the Work progresses.

1. Distribution: Distribute schedule to Owner, Architect, testing agencies, and each party involved in performance of portions of the Work where tests and inspections are required.

1.10 SPECIAL TESTS AND INSPECTIONS

A. Special Tests and Inspections: Conducted by a qualified testing agency or special inspector as required by authorities having jurisdiction, as indicated in individual Specification Sections, and as follows:

1. Verifying that manufacturer maintains detailed fabrication and quality-control procedures and reviews the completeness and adequacy of those procedures to perform the Work.
2. Notifying Architect and Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.
3. Submitting a certified written report of each test, inspection, and similar quality-control service to Architect with copy to Contractor and to authorities having jurisdiction.

4. Submitting a final report of special tests and inspections at Substantial Completion, which includes a list of unresolved deficiencies.
5. Interpreting tests and inspections and stating in each report whether tested and inspected work complies with or deviates from the Contract Documents.
6. Retesting and reinspecting corrected work.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION

3.1 TEST AND INSPECTION LOG

A. Test and Inspection Log: Prepare a record of tests and inspections. Include the following:

1. Date test or inspection was conducted.
2. Description of the Work tested or inspected.
3. Date test or inspection results were transmitted to Architect.
4. Identification of testing agency or special inspector conducting test or inspection.

B. Maintain log at Project site. Post changes and revisions as they occur. Provide access to test and inspection log for Architect's reference during normal working hours.

3.2 REPAIR AND PROTECTION

A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.

1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Section 01730 "Execution."

B. Protect construction exposed by or for quality-control service activities.

C. Repair and protection are Contractor's responsibility, regardless of the assignment of

D. responsibility for quality-control services.

END OF SECTION 01400

SECTION 01600 - MATERIALS AND EQUIPMENT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section specifies administrative and procedural requirements governing the Contractor's selection of products for use in the Project.

B. The Contractor's Construction Schedule and the Schedule of Submittals are included under Section 01300 -Submittals.

C. Standards: Refer to Section Definitions and Standards for applicability of industry standards to products specified.

D. Administrative procedures for handling requests for substitutions made after award of the Contract are included under Section 01631 ‘Product Substitution’.

1.3 DEFINITIONS

A. Definitions used in this Article are not intended to change the meaning of other terms used in the Contract Documents such as ‘specialties’, ‘systems’, ‘structure’, ‘finishes’, ‘accessories’, and similar terms. Such terms are self-explanatory and have well recognized meanings in the construction industry.

1. ‘Products’ are items purchased for incorporation in the Work, whether purchased for the Project or taken from previously purchased stock. The term ‘product’ includes the term ‘material’, ‘equipment’, ‘system’ and terms of similar intent.

    a. ‘Named Products’ are items identified by manufacturer’s product name, including make or model designation, indicated in the manufacturer’s published product literature, that is current as of the date of the Contract Documents.
    b. ‘Foreign Products’, as distinguished from ‘domestic products’, are items substantially manufactured (50 percent or more of value) outside of the United States and its possessions; or produced or supplied by entities substantially owned (more than 50 percent) by persons who are not citizens nor living within the United States and its possessions.

2. ‘Materials’ are products that are substantially shaped, cut, worked, mixed, finished, refined or otherwise fabricated, processed, or installed to form a part of the work.

3. 'Equipment is a product with operational parts, whether motorized or manually operated, that requires service connections such as wiring or piping.

1.4 SUBMITTALS

A. Product List Schedule: Prepare a schedule showing products specified in a tabular form acceptable to the Project Manager. Include generic names of products required. Include the manufacturer's name and proprietary product names for each item listed.

1. Coordinate the product list schedule with the Contractor's Construction Schedule and the Schedule of Submittals.

a. Related Specification Section Number
b. Generic name used in Contract Documents
c. Proprietary name, model number and similar designations.
d. Manufacturer's name and address
e. Supplier's name and address
f. Installer's name and address
g. Projected delivery date, or time span of delivery period.

2. Initial Submittal: Within 30 days after date of commencement of the work, submit 3 copies of an initial product list schedule. Provide a written explanation for omissions of data, and for known variations from Contract requirements.

a. At the Contractor's option, the initial submittal may be limited to product selections and designations that must be established early in the Contract period.

3. Complete Scheduled: Within 45 days after date of commencement of the Work, submit 3 copies of the completed product list schedule. Provide a written explanation for omissions of data, and for known variations from Contract requirements.
4. Architect's Action: The Architect will respond in writing to the Contractor within 2 weeks of receipt of the completed product list schedule. No response within this time period constitutes no objection to listed manufacturers on products, but does not constitute a waiver of the requirement that products comply with Contract Documents. The Architect's response will include the following:

a. A list of unacceptable product selections, containing a brief explanation of reasons for this action.

1.5 QUALITY ASSURANCE

A. Source Limitations: To the fullest extent possible, provide products of the same kind, from a single source.

B. Compatibility of Options: When the Contractor is given the option of selecting between two or more products for use on the Project, the product selected shall be compatible with products previously selected, even if previously selected products were also options.

C. Nameplates: Except for required labels and operating data, do not attach or imprint manufacturer's or producer's nameplates or trademarks on exposed surfaces of products which will be exposed to view in occupied spaces or on the exterior.

1. Labels: Locate required product labels and stamps on a concealed surface or, where required for observation after installation, on accessible surface that is not conspicuous.
2. Equipment Nameplates: Provide a permanent nameplate on each item of service-connected or power-operated equipment. Locate on an easily accessible surface which is inconspicuous in occupied spaces. The nameplate shall contain the following information and other essential operating data.

a. Name of product and manufacturer
b. Model and serial number
c. Capacity
d. Speed
e. Ratings
f. Additional pertinent information

1.6 PRODUCT DELIVERY, STORAGE AND HANDLING

A. Deliver, store and handle products in accordance with the manufacturer's recommendations, using means and methods that will prevent damage, deteriorating and loss, including theft.

1. Schedule delivery to minimize long-term storage at the site and to prevent overcrowding of construction spaces.
2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft and other losses.
3. Deliver products to the site in the manufacturer's original sealed container of other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting and installing.
4. Inspect products upon delivery to ensure compliance with the Contract Documents and to ensure that products are undamaged and properly protected.
5. Store products at the site in a manner that will facilitate inspection and measurement of quantity or counting of units.
6. Store heavy materials away from the Project structure in a manner that will not endanger the supporting construction.
7. Store products subject to damage by the elements above ground, under cover in a weather tight enclosure, with ventilation adequate in prevent condensation. Maintain temperature and humidity within range required by manufacturer's instructions.

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION

A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged and, unless otherwise indicated, unused at the time of installation.

1. Provide products complete with all accessories, trim, finish, safety guards and other devices and details needed for a complete installation and for the intended use and effect.

2. Standard Products: Where available, provide standard products of types that have been produced and used successfully in similar situation on other projects.

B. Product Selection Procedures: Product selection is governed by the Contract Documents and governing regulations, not by previous project experience. Procedures governing product selection include the following:

1. Proprietary Specification Requirements: Where only a single product or manufacturer is named, provide the product indicated. No substitutions will be permitted.

a. Where products or manufacturers are specified by name, accompanied by the term 'or equal' or 'or approved equal' comply with the Contractor Document provisions concerning 'substitutions' to obtain approval for use of an unnamed product.

2. Non-Proprietary Specifications: When the Specifications list products or manufacturers that are available and may be incorporated in the Work, but do not restrict the Contractor to use of those products only, the Contractor may propose any available product that complies with Contract requirements. Comply with Contract Document provisions concerning 'substitutions' to obtain approval for use of an unnamed product.
3. Descriptive Specification Requirements: Where Specifications describe a product or assembly, listing exact characteristics required, with or without use of a brand or trade name, provide a product or assembly that provides the characteristics and otherwise complies with Contract requirements.
4. Performance Specification Requirements: Where Specifications require compliance with performance requirements, provide products that comply with these requirements, and are recommended by the manufacturer for the application indicated.

a. Manufacturer's recommendations may be contained in published product literature, or by the manufacturer's certification of performance.

5. Compliance with Standards, Codes and Regulations: Where the Specifications only require compliance with an imposed code, standard or regulation, select a product that complies with the standards, codes or regulations specified.

6. Visual Matching: Where Specifications require matching an established Sample, the Architect's decision will be final on whether a proposed product matches satisfactorily.

    a. Where no product available within the specified category matches satisfactorily and also complies with other specified requirements, comply with provisions of the Contract Documents concerning 'substitutions' for selection of a matching product in another product category, or for noncompliance with specified requirements.

7. Visual Selection: Where specified product requirements include the phrase '... as selected from manufacturer's standard colors, pattern, textures...' or a similar phrase, select a product and manufacturer that complies with other specified requirements. The Architect will select the color, pattern and texture from the product line selected.
8. Asbestos free materials: No products containing asbestos shall be used for any part of the work for this product. Provide verification.

PART 3 - EXECUTION

3.1 INSTALLATION OF PRODUCTS

A. Comply with manufacturer's instructions and recommendations for installation of products in the applications indicated. Anchor each project securely in place, accurately located and aligned with other work.

1. Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
2. All materials shall be procured by the contractor prior to start of construction.
    a. Exception. Toilet Partitions, Thermoformed Sink & LED cove lighting.

END OF SECTION 01600

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SECTION 01631 - PRODUCT SUBSTITUTIONS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of Contract, including General and Supplementary conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. This Section specifies administrative and procedural requirements for handling requests for substitutions made during bidding and after award of the Contract.

B. The Contractor’s Installation Schedule and the Schedule of Submittals are included under Section “Submittals”.

C. Standards: Refer to Section “Definitions and Standards” for applicability of industry standards to products specified.

D. Procedural requirements governing the Contractor's selection of products and product options are included under Section "Materials and Equipment."

1.3 DEFINITIONS

A. Definitions used in this Section are not intended to change or modify the meaning of other terms used in the Contract Documents.

B. Substitutions: The Contract will be awarded based on the design, methods, materials and/or equipment as addressed in the Contract Drawings and/or described in the Contract Specifications, without any consideration for substitution or "or-equal" replacement. Addressing, describing or naming an item is intended to establish the type, function, characteristics and quality required in order to establish a base for bidding.

1. The following are not considered substitutions:

    a. Revisions to Contract Documents requested by the Owner or Designer(s).
    b. Specified options of products and construction methods included in Contract Documents.
    c. The Contractor's determination of and compliance with governing regulations and orders issued by governing authorities.

2. Within thirty (30) days after Contract award, the Contractor may submit for approval substitutes for any equipment and/or material. In addition to the product documents, a written certification shall accompany the documentation indicating that the proposed substitute will have the same characteristics, will perform in

accordance with the design requirements and that complies with all the requirements set for in the Contract. Any additional information required by the Owner or County Representative shall be provided by the Contractor. Rejection of any proposed substitute will be considered final and the Contractor shall not get into any agreement with manufacturers or providers until the submittal has been finally approved.

3. The submission of this documentation shall follow the requirements set quality required in order to establish a base for bidding.

1.4 SUBMITTALS

A. Substitution Request Submittal: Requests for substitution will be considered if received within 14 calendar days before Bid date. Requests received after this time may be considered or rejected at the discretion of the Designer(s). Requests for substitutes after award of Contract will be considered if received within 20 days after issuance of the Notice to Proceed. Requests received more than 20 days after the Notice to Proceed may be considered or rejected at the sole discretion of the OAR.

1. Submit four (4) copies of each request for substitution for consideration. Submit requests in the form and in accordance with procedures required for Change Order proposals.
2. Identify the product, or the fabrication or installation method to be replaced in each request. Include related Specification Section and Drawing numbers. Provide complete documentation showing compliance with the requirements for substitutions, and the following information, as appropriate:

    a. Product Data, including Drawings and descriptions of products, fabrication and installation procedures.
    b. Samples, where applicable or requested.
    c. A detailed comparison of significant qualities of the proposed substitution with those of the Work specified. Significant qualities may include elements such as size, weight, durability, code compliance, maintenance requirements, energy usage, and environmental considerations, performance, key components and visual effect.
    d. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by the Owner and separate Contractors, that will become necessary to accommodate the proposed substitution.
    e. A statement indicating the substitution's effect on the Contractor's Construction Schedule compared to the schedule without approval of the substitution. Indicate the effect of the proposed substitution on overall Contract Time.
    f. Cost information, including a proposal of the net change, if any in the Contract Sum.
    g. Certification by the Contractor that the substitution proposed is equal-to or better in every significant respect to that required by the Contract Documents, and that it will perform adequately in the application indicated. Include the Contractor's waiver of rights to additional payment or time, that

may subsequently become necessary because of the failure of the substitution to perform adequately.

h. A paragraph by paragraph comparison and analysis of the related specification section indicating compliance or variation from specification standard. Each variation shall be substantiated with necessary submission to validate products compliance with specifications.

i. Failure to include the above requirements in the submittal may be cause for rejection of the submittal in its entirety.

3. State the amount of credit, for cost and time, if any, the Owner will receive as the result of the substitution, if applicable.

4. Designer(s)'/ Designer(s) Action: Additional information or documentation necessary for evaluation of the request may be requested. Notification of approved substitutions will be made by Addendum prior to bid and by a Change Notice after bid.

PART 2 - PRODUCTS

2.1 SUBSTITUTIONS

A. Conditions: The substitution request will be received and considered by the Designer(s)'/ Designer(s) when one or more of the following conditions are satisfied, as determined by the Designer(s); otherwise requests will be returned without action except to record noncompliance with these requirements.

1. Extensive revisions to Contract Documents are not required.
2. Proposed changes are in keeping with the general intent of Contract Documents.
3. The request is timely, fully documented and properly submitted.
4. The request is directly related to an "or approved equal" clause or similar language in the Contract Documents.
5. The specified product or method of construction cannot be provided within the Contract Time. The request will not be considered if the product or method cannot be provided as a result of failure to pursue the Work promptly or coordinate activities properly.
6. The specified product or method of construction cannot receive necessary approval by a governing authority, and the requested substitution can be approved.
7. A substantial advantage is offered the Owner, in terms of cost, time, energy conservation or other considerations of merit, after deducting offsetting responsibilities the Owner may be required to bear. Additional responsibilities for the Owner may include additional compensation to the OAR and Designer(s) for redesign and evaluation services, increased cost of other construction by the Owner or separate Contractors, and similar considerations.
8. The specified product or method of construction cannot be provided in a manner that is compatible with other materials, and where certification is provided that the substitution will overcome the incompatibility.

9. The specified product or method of construction cannot be coordinated with other materials, and where certification is provided that the proposed substitution can be coordinated.
10. The specified product or method of construction cannot provide a warranty required by the Contract Documents and where certification is provided that the proposed substitution provide the required warranty.
11. Where a proposed substitution involves more than one prime Contractor, each Contractor shall cooperate with the other Contractors involved to coordinate the Work, provide uniformity and consistency, and to assure compatibility of products.

B. The submittal and Designer(s) acceptance of Shop Drawings, Product Data or Samples that relate to construction activities not complying with the Contract Documents does not constitute an acceptable or valid request for substitution, nor does it constitute approval.

C. If the use of a substitute product requires additional work or modifications to new or existing facilities, all such additional work, including utility modifications shall be borne by the Contractor.

D. Substitution request constitutes a representation that the Contractor:

1. Has investigated proposed product and determined that it meets or exceeds, in all respects, specified product.
2. Will provide the same warranty for substitution as for specified product.
3. Will coordinate installation and make other changes which may be required for work to be complete in all respects.
4. Waives claims for additional costs which may subsequently become apparent. All costs associated with the substitution will be paid by the Contractor regardless of approvals given, and regardless of subsequent difficulties experienced as a result of substitutions.

2.2 PROCEDURES

A. Product Selection Procedures: Options in product selection is governed by the Contract Documents and governing regulations, not by previous industry tradition or project experience. Procedures governing product selection include, but are not limited to the following:

1. Proprietary Specification Requirements: Where a single product or manufacturer is named, provide the product indicated. Other products may be considered by the Designer(s) in compliance with the provisions concerning substitutions.

   a. Advise the Designer(s) before proceeding when it is discovered that the named product is not a feasible solution.

2. Semi-proprietary Specification Requirements: Where two or more products and manufacturers are names, provide one of the products indicated. No

substitutions will be permitted unless the specification indicates consideration of other products.

a. When products are specified by one or more manufacturer's model numbers or performance criteria with reference to other acceptable manufacturers, products manufactured by acceptable manufacturers listed must meet minimum performance criteria specified or meet quality of models specified.
b. Advise the Designer(s) before proceeding when it is discovered that the named product is not a feasible solution.

3. Performance Specification Requirements: Where Specifications require compliance with performance requirements, provide products that comply with the requirements and are recommended by the manufacturer for the application indicated. General overall performance of a product is implied where the product is specified for a specific application.
4. Compliance with Standards, Codes, and Regulations: Where the Specifications only require compliance with an imposed code, standard, or regulation, select a product that complies with the standards, codes or regulations specified.

PART 3 - EXECUTION

3.1 INSTALLATION OF PRODUCTS

A. Except as otherwise indicated in individual sections of these Specifications, comply with manufacturer's instructions and recommendations for installation of products in the applications indicated.

B. Clean exposed surfaces and protect as necessary to ensure work is protected from damage and deterioration at time of Substantial Completion of the whole Work.

END OF SECTION 01631

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SECTION 01700 - PROJECT CLOSE-OUT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section specifies administrative and procedural requirements for project close-out, including but not limited to:

1. Inspection procedures
2. Project record document submittal. (substantial completion requirements)
3. Operating and Maintenance Manual Submittal (substantial completion requirements).
4. Submittal of warranties (substantial completion requirement).
5. Final cleaning

B. Close-out requirements for specific construction activities are included in the appropriate Sections in Divisions 8 & 9.

C. Final Payment to be made when the County has received all required close-out documents.

1.3 SUBSTANTIAL COMPLETION

A. Preliminary Procedures: Before requesting inspection for Certification of Substantial Completion, complete the following: List exceptions in the request.

1. In the Application for Payment that coincided with, or first follows, the date Substantial Completion in claimed, show 100 percent completion for the portion of the Work claimed as substantially complete. Include supporting documentation for completion as indicated in these Contract Documents and a statement showing an accounting of changes to the Contract Sum.

    a. If 100 percent completion cannot be shown, include a list of incomplete items, the value of incomplete construction, and reasons the work is not complete.

2. Advise Owner of pending insurance change-over requirements.
3. Submit specific warranties, workmanship bonds, maintenance agreements, final certifications and similar documents.
4. Obtain and submit releases enabling the Owner unrestricted use of the work and access to services and utilities; include occupancy permits, operating certificates and similar releases.

5. Complete final clean up requirements, including touch-up painting. Touch-up and otherwise repair and restore marred exposed finishes.

B. Inspection Procedures: On receipt of a request for inspection, the Project Manager will either proceed with inspection or advise the Contractor of unfilled requirements. The Project Manager will prepare the Certificate of Substantial Completion following inspection, or advise the Contractor of construction that must be completed or corrected before the certificate will be issued.

1. Results of the completed inspection will form the basis of requirements for final acceptance.
2. Should the project fail to meet the standards required for Substantial Completion as defined in the documents, the Contractor will pay the expense of a second inspection by the Architect/Consultants and the Owner. Cost will be deducted from the Contractor's retainage.

1.4 FINAL ACCEPTANCE

A. Preliminary Procedures: Before requesting final inspection for certification of final acceptance and final payment, complete the following list exceptions in the request:

1. Submit the final payment request with releases and supporting documentation not previously submitted and accepted. Include certificates of insurance for products and complete operations where required.
2. Submit an updated final statement, accounting for final additional changes to the Contract Sum.
3. Submit a certified copy of the Architect or Owner's final inspection list of items to be completed or corrected, stating that each item has been completed or otherwise resolved for acceptance, and the list has been endorsed and dated by the Project Manager.
4. Submit final meter readings for utilities, a measured record of stored fuel and similar data as of the date of Substantial Completion, or when the Owner took possession of the responsibility for corresponding elements of the Work.
5. Submit consent of surety to final payment.
6. Submit a final liquidated damages settlement statement
7. Submit evidence of final, continuing insurance coverage complying with insurance requirements.

B. Reinspection Procedure: The Architect will reinspect the work upon receipt of notice that the work, including inspection list items from earlier inspections, has been completed, except items whose completion has been delayed because of circumstances acceptable to the Architect.

1. Upon completion of reinspection, the Architect will prepare a certification of final acceptance, or advise the contractor of work that is incomplete or of obligations that have not been fulfilled but are required for final acceptance.

1.5 RECORD DOCUMENT SUBMITTALS

A. General: Do not use record documents for construction purposed; protect from deterioration and loss in a secure, fire-resistive location; provide access to record documents for the Architect's reference during normal working hours.

B. Record Drawings: Maintain a clean, undamaged set of blue or black line white-prints of Contract Drawings and Shop Drawings. Mark the set to show the actual installation; where the installation varies substantially from the work as originally shown. Mark whichever drawing is most capable of showing conditions fully and accurately; where Shop Drawings are used, record a cross-reference at the corresponding location on the

Contract Drawings. Give particular attention to concealed elements that would be difficult to measure and record at a later date. Provide for project photographs if deemed necessary by Owner's representative.

1. Mark record sets with red erasable pencil; use other colors to distinguish between variations in separate categories of the work.
2. Mark new information that is important to the Owner, but was not shown on Contract Drawings or Shop Drawings.
3. Note related Change Order numbers where applicable.
4. Organize record drawing sheets, and print. suitable titles, dates and other identification on the cover of each set.
5. Provide three (3) additional sets of black line drawing sets of As-Builts Drawings.

C. Record Specifications: Maintain one complete copy of the Project Manual, including addenda, and one copy of other written construction documents such as Change Orders and modifications issued in printed form during construction. Mark these documents to show substantial variations in actual work performed in comparison with the text of the specifications and modifications. Give particular attention to substitutions, selection of options and similar information on elements that are concealed or cannot otherwise be readily discerned later by direct observation. Note related record drawing information and Project Data.

1. Upon completion of the Work, submit record Specifications to the Architect for the Owner's records.

D. Record Project Data: Maintain one copy of each Product Data submittal. Mark these documents to show significant variation in actual work performed in comparison with information submitted. Include variations in products delivered to the site, and from the manufacturer's installation instructions and recommendations. Give particular attention to concealed products and portions of the Work which cannot otherwise be readily discerned later by direct observation. Note related Change Orders and mark-up of record drawings and Specifications.

1. Upon completion of mark-up, submit complete set of record Product Data in the three ring binder (indexed) to the Architect for the Owner's records.

E. Record Sample Submitted: Immediately prior to the date or dates of substantial completion, the Contractor will meet at the site with the Architect and the Owner's

personnel to determine which of the submitted Samples that have been maintained during progress of the work are to be transmitted to the Owner for record purposes. Comply with delivery to the Owner's Sample storage area.

F. Miscellaneous Record Submittals: Refer to other Specification Sections for requirements of miscellaneous record-keeping and submittals in connection with actual performance of the work. Immediately prior to the date or dates of substantial completion, complete miscellaneous record and place in good order, properly identified and bound or filed, ready for continued use and reference. Submit to the Project Manager for the Owner's records.

G. Maintenance Manuals: Organize operating and maintenance data into five (5) suitable sets of manageable size. Bind properly indexed data in individual heavy-duty 2-inch, 3-ring vinyl covered binders, with pocket folders for folded sheet information. Mark appropriate identification on front and spine of each binder. Include the following types of information:

1. Emergency instructions
2. Spare parts list
3. Copies of warranties
4. Wiring diagrams
5. Recommended turn-around cycles
6. Inspection procedures
7. Shop Drawings and Product Data
8. Fixture lamping schedule

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 CLOSE-OUT PROCEDURES

A. Operating and Maintenance Instructions: Arrange for each installer of equipment that required regular maintenance. If installers are not experienced in procedures, provide instruction by manufacturer's representatives. All items to be provided or competed prior to Certificate of Substantial Completion being issued by the Owner. Include a detailed review of the following items:

1. Maintenance manuals
2. Record documents
3. Spare parts and materials
4. Tools
5. Lubricants
6. Fuels
7. Identification systems
8. Control sequences
9. Hazards
10. Cleaning
11. Warranties and bonds

12. Maintenance agreements and similar continuing commitments
13. On site instructions to County maintenance personnel on major systems operations such as HVAC as per technical specifications.

B. As part of instruction for operating equipment, demonstrate the following procedures, prior to the Owner issuing Certificate of Substantial Completion:

1. Start-up
2. Shutdown
3. Emergency operations
4. Noise and vibration adjustments
5. Safety procedures
6. Economy and efficiency adjustments

3.2 PROJECT CLOSE-OUT MANUALS AT SUBSTANTIAL COMPLETION

A. Submit Project Close-out Manuals prior to issuance of final application for payment. Provide three (3) copies.

B. Bind in commercial quality 8 1/2 x 11" three ring binder, indexed with hardback, cleanable, plastic covers.

C. Label cover of each binder with typed title PROJECT CLOSE-OUT MANUAL, with title of project; name, address, and telephone number of Contractor and name of responsible Principal.

D. Provide table of contents: Neatly typed, in the following sequence:

1. Final Certificate of Occupancy
2. Warranty Service Subcontractors Identification List
3. Final Lien Waivers and Releases
4. Warranties and Guarantees
5. Systems Operations and Maintenance Instruction
6. Manufacturer’s Certificates and Certifications
7. Maintenance Service Contracts
8. Spare Parts Inventory List
9. Special Systems Operating Permits or Approvals
10. Asbestos free materials notarized statement

E. Provide all documents for each section listed. List individual documents in each section in the Table of Contents, in the sequence of the Table of Contents of the Project Manual.

F. Identify each document listed in the Table of Contents with the number and title of the specification section in which specified, and the name of the product or work item.

G. Separate each section with index to sheets that are keyed to the Table of Contents listing.

H. Warranty Service Subcontractors List shall identify subcontractor supplier, and manufacturer for each warranty with name, address and emergency telephone number.

I. Electronic Close-out DVD: At the completion of the project, submit one copy of a DVD with entire project close out information below in PDF format. All letter, legal and brochure size sheets shall be portrait and the As-build drawings will be landscape. All fonts will be Arial. All items will be in PDF with OCR (Optical Character Recognition). This will enable a search engine to identify words on the scanned documents.

1. Contacts: Set up a separate PDF for the contacts. No bookmarks are needed for this section.
2. As-Builts: All as-built drawings will be landscape.
3. Submittals: All technical submittal items (approved and approved as noted) will be provided and sorted by the 16 standard divisions. Bookmarks will be needed for the appropriate divisions.
4. Operations and Maintenance Manual: Specify the division name only in the bookmarks (1-16). Please note that all items will be in PDF with OCR (Optical Character Recognition). This will enable a search engine to identify works on the scanned documents.
5. Permitting: This should include the Certificate of Occupancy and any other document that the Project Manager may include pertaining to the permitting for the project.

3.3 FINAL CLEANING

A. General: General cleaning during construction is required by the General Conditions and included in Section - Temporary Facilities.

B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to the condition expected in a normal, commercial building cleaning and maintenance program. Comply with manufacturer's instructions.

1. Complete the following cleaning operations before requesting inspection for Certification of Substantial Completion.

    a. Remove labels that are not permanent labels.
    b. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compound and other substances that are noticeable vision-obscuring materials. Replace chipped or broken glass and other damaged transparent materials.
    c. Clean exposed exterior and interior hard-surfaced finished to a dust-free condition, free of stains, films and similar foreign substances. Restore reflective surfaces to their original reflective condition. Leave concrete floors broom clean. Vacuum carpeted surfaces.
    d. Wipe surfaces of mechanical and electrical equipment. Remove excess lubrication and other substances. Clean plumbing fixtures to a sanitary condition. Clean light fixtures and lamps.
    e. Clean the site, including landscape development areas, of rubbish, litter and other foreign substances. Sweep paved areas broom clean; remove stains, spills and other foreign deposits. Rake grounds that are neither paved nor planted, to a smooth even-textured surface. Remove waste and surplus materials from the site in an appropriate manner.

C. Pest Control: Engage an experienced exterminator to make a final inspection, and rid the Project of rodents, insects and other pests.

D. Removal of Protection: Remove temporary protection and facilities installed for protection of the work during construction.

E. Compliance: Comply with regulations of authorities having jurisdiction and safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on the Owner's property. Do not discharge volatile, harmful or dangerous materials into drainage systems. Remove waste materials from the site and dispose of in a lawful manner.

1. Where extra materials of value remaining after completion of associated work have become the Owner's property, arrange for disposition of these materials as directed.

END OF SECTION 01700

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SECTION 01730 -EXECUTION

PART 1 - GENERAL

1.1 SUMMARY

A. This Section includes general procedural requirements governing execution of the Work including, but not limited to, the following:

1. Construction layout.
2. Field engineering and surveying.
3. General installation of products.
4. Coordination of Owner-installed products.
5. Progress cleaning.
6. Starting and adjusting.
7. Protection of installed construction.
8. Correction of the Work.

1.2 SUBMITTALS

A. Qualification Data: For professional engineer to demonstrate their capabilities and experience. Include lists of completed projects with project names and addresses, names and addresses of architects and owners, and other information specified.

B. Certificates: Submit certificate signed by professional engineer certifying that location and elevation of improvements comply with requirements.

C. Landfill Receipts: Submit copy of receipts issued by a landfill facility, licensed to accept hazardous materials, for hazardous waste disposal.

D. Certified Surveys: Submit two copies signed by professional engineer.

E. Final Property Survey: Submit 10 copies showing the Work performed and record survey data.

1.3 QUALITY ASSURANCE

A. Land Surveyor Qualifications: A professional land surveyor who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing land-surveying services of the kind indicated.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION

3.1 EXAMINATION

A. Existing Conditions: The existence and location of site improvements, utilities, and other construction indicated as existing are not guaranteed. Before beginning work, investigate and verify the existence and location of mechanical and electrical systems and other construction affecting the Work.

1. Before construction, verify the location and points of connection of utility services.

B. Existing Utilities: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities and other construction affecting the Work.

1. Before construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, and water-service piping; and underground electrical services.
2. Furnish location data for work related to Project that must be performed by public utilities serving Project site.

C. Acceptance of Conditions: Examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.

1. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:

a. Description of the Work.
b. List of detrimental conditions, including substrates.
c. List of unacceptable installation tolerances.
d. Recommended corrections.

2. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.
3. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
4. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
5. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

A. Existing Utility Information: Furnish information to local utility and the Owner that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.

B. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary utility services according to requirements indicated:

1. Notify Owner not less than two days in advance of proposed utility interruptions.
2. Do not proceed with utility interruptions without Architect's written permission.

C. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.

D. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.

E. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents, submit a request for information to Architect. Include a detailed description of problem encountered, together with recommendations for changing the Contract Documents.

3.3 CONSTRUCTION LAYOUT

A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the property survey and existing benchmarks. If discrepancies are discovered, notify Architect promptly.

B. General: Engage a professional engineer to lay out the Work using accepted surveying practices.

1. Establish benchmarks and control points to set lines and levels at each story of construction and elsewhere as needed to locate each element of Project.
2. Establish dimensions within tolerances indicated. Do not scale Drawings to obtain required dimensions.
3. Inform installers of lines and levels to which they must comply.
4. Notify Architect when deviations from required lines and levels exceed allowable tolerances.
5. Close site surveys with an error of closure equal to or less than the standard established by authorities having jurisdiction.

C. Site Improvements: Locate and lay out site improvements, including pavements, grading, fill and topsoil placement, utility slopes, and invert elevations.

D. Building Lines and Levels: Locate and lay out control lines and levels for structures, building foundations, column grids, and floor levels, including those required for mechanical and electrical work. Transfer survey markings and elevations for use with control lines and levels. Level foundations and piers from two or more locations.

E. Record Log: Maintain a log of layout control work. Record deviations from required lines and levels. Include beginning and ending dates and times of surveys, weather conditions, name and duty of each survey party member, and types of instruments and tapes used. Make the log available for reference by Architect.

3.4 FIELD ENGINEERING

A. Identification: Owner will identify existing benchmarks, control points, and property corners.

B. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.

1. Do not change or relocate existing benchmarks or control points without prior written approval of Architect. Report lost or destroyed permanent benchmarks or control points promptly. Report the need to relocate permanent benchmarks or control points to Architect before proceeding.
2. Replace lost or destroyed permanent benchmarks and control points promptly. Base replacements on the original survey control points.

C. Benchmarks: Establish and maintain a minimum of two permanent benchmarks on Project site, referenced to data established by survey control points. Comply with authorities having jurisdiction for type and size of benchmark.

1. Record benchmark locations, with horizontal and vertical data, on Project Record Documents.
2. Where the actual location or elevation of layout points cannot be marked, provide temporary reference points sufficient to locate the Work.
3. Remove temporary reference points when no longer needed. Restore marked construction to its original condition.

D. Certified Survey: On completion of foundation walls, major site improvements, and other work requiring field-engineering services, prepare a certified survey showing dimensions, locations, angles, and elevations of construction and sitework.

E. Final Property Survey: Prepare a final property survey showing significant features (real property) for Project. Include on the survey a certification, signed by professional engineer, that principal metes, bounds, lines, and levels of Project are accurately positioned as shown on the survey.

1. Show boundary lines, monuments, streets, site improvements and utilities, existing improvements and significant vegetation, adjoining properties, acreage, grade contours, and the distance and bearing from a site corner to a legal point.

2. Recording: At Substantial Completion, have the final property survey recorded by or with authorities having jurisdiction as the official "property survey."

3.5 INSTALLATION

A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.

1. Make vertical work plumb and make horizontal work level.
2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
3. Conceal pipes, ducts, and wiring in finished areas, unless otherwise indicated.
4. Maintain minimum headroom clearance of indicated in spaces without a suspended ceiling.

B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.

C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.

D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.

E. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.

F. Anchors and Fasteners: Provide anchors and fasteners as required to anchor each component securely in place, accurately located and aligned with other portions of the Work.

1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Architect.
2. Allow for building movement, including thermal expansion and contraction.

G. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.

H. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

3.6 OWNER-INSTALLED PRODUCTS

A. Site Access: Provide access to Project site for Owner's construction forces.

B. Coordination: Coordinate construction and operations of the Work with work performed by Owner's construction forces.

1. Construction Schedule: Inform Owner of Contractor's preferred construction schedule for Owner's portion of the Work. Adjust construction schedule based on a mutually agreeable timetable. Notify Owner if changes to schedule are required due to differences in actual construction progress.
2. Preinstallation Conferences: Include Owner's construction forces at preinstallation conferences covering portions of the Work that are to receive Owner's work. Attend preinstallation conferences conducted by Owner's construction forces if portions of the Work depend on Owner's construction.

3.7 PROGRESS CLEANING

A. General: Clean Project site and work areas daily, including common areas. Coordinate progress cleaning for joint-use areas where more than one installer has worked. Enforce requirements strictly. Dispose of materials lawfully.

1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
2. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.

B. Site: Maintain Project site free of waste materials and debris.

C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.

1. Remove liquid spills promptly.
2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.

D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.

E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.

F. Exposed Surfaces: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.

G. Cutting and Patching: Clean areas and spaces where cutting and patching are performed. Completely remove paint, mortar, oils, putty, and similar materials.

1. Thoroughly clean piping, conduit, and similar features before applying paint or other finishing materials. Restore damaged pipe covering to its original condition.

H. Waste Disposal: Burying or burning waste materials on-site will not be permitted. Washing waste materials down sewers or into waterways will not be permitted.

I. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.

J. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.

K. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

3.8 STARTING AND ADJUSTING

A. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.

B. Adjust operating components for proper operation without binding. Adjust equipment for proper operation.

C. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

D. Manufacturer's Field Service: If a factory-authorized service representative is required to inspect field-assembled components and equipment installation, comply with qualification requirements in Division 1 Section "Quality Requirements."

3.9 PROTECTION OF INSTALLED CONSTRUCTION

A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.

B. Comply with manufacturer's written instructions for temperature and relative humidity.

3.10 CORRECTION OF THE WORK

A. Repair or remove and replace defective construction. Restore damaged substrates and finishes. Comply with requirements in Division 1 Section "Cutting and Patching."

1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.

B. Restore permanent facilities used during construction to their specified condition.

C. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.

D. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.

E. Remove and replace chipped, scratched, and broken glass or reflective surfaces.

END OF SECTION 01730

SECTION 01732 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 SUMMARY

A. This Section includes the following:

1. Demolition and removal of selected building elements.
2. Repair procedures for selective demolition operations.
3. Temporary utilities and enclosures.

B. All utility repairs shall be completed at no additional cost to the Owner.

1.2 DEFINITIONS

A. Remove: Detach items from existing construction and legally dispose of them off-site, unless indicated to be removed and salvaged or removed and reinstalled.

B. Remove and Salvage: Detach items from existing construction and deliver them to Owner ready for reuse where indicated.

C. Remove and Reinstall: Detach items from existing construction, prepare them for reuse, and reinstall them where indicated.

D. Existing to Remain: Existing items of construction that are not to be removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

1.3 MATERIALS OWNERSHIP

A. Except for items or materials indicated to be reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, demolished materials shall become Contractor's property and shall be removed from Project site.

B. Storage or sale of removed items or materials on-site will not be permitted.

1.4 SUBMITTALS

A. Qualification Data: For firms and persons specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include lists of completed projects with project names and addresses, names and addresses of architects and owners, and other information specified.

B. Proposed Dust-Control and Noise-Control Measures: Submit statement and drawing that indicates the measures proposed for use, proposed locations, and proposed time

frame for their operation. Identify options if proposed measures are later determined to be inadequate.

C. Schedule of Selective Demolition Activities: Indicate the following:

1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity. Ensure Owner's on-site operations are uninterrupted.
2. Interruption of utility services.
3. Coordination for shutoff, capping, and continuation of utility services.

D. Inventory: After selective demolition is complete, submit a list of items that have been removed and salvaged.

E. Predemolition Photographs or Videotape: Show existing conditions of adjoining construction and site improvements, including finish surfaces, that might be misconstrued as damage caused by selective demolition operations. Submit before Work begins.

1.5 QUALITY ASSURANCE

A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.

B. Standards: Comply with ANSI A10.6 and NFPA 241.

C. Predemolition Conference: Conduct conference at Project site. Review methods and procedures related to selective demolition including, but not limited to, the following:

1. Inspect and discuss condition of construction to be selectively demolished.
2. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.

1.6 PROJECT CONDITIONS

A. Owner assumes no responsibility for condition of site elements to be selectively demolished.

1. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.

B. Hazardous Materials: It is not expected that hazardous materials will be encountered in the Work.

1. If materials suspected of containing hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Hazardous materials will be removed by Owner under a separate contract.

C. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.

1. Maintain fire-protection facilities in service during selective demolition operations.

PART 2 - PRODUCTS

2.1 REPAIR MATERIALS

A. Use repair materials identical to existing materials.

1. If identical materials are unavailable or cannot be used for exposed surfaces, use materials that visually match existing adjacent surfaces to the fullest extent possible.
2. Use materials whose installed performance equals or surpasses that of existing materials.

B. Comply with material and installation requirements specified in individual Specification Sections.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Verify that utilities have been disconnected and capped.

B. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.

C. Inventory and record the condition of items to be removed and reinstalled and items to be removed and salvaged.

D. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Architect.

E. Perform surveys as the Work progresses to detect hazards resulting from selective demolition activities.

3.2 UTILITY SERVICES

A. Existing Utilities: Maintain services indicated to remain and protect them against damage during selective demolition operations.

B. Do not interrupt existing utilities serving occupied or operating facilities unless authorized in writing by Owner and authorities having jurisdiction. Provide temporary

services during interruptions to existing utilities, as acceptable to Owner and to authorities having jurisdiction.

1. Provide at least 72 hours' notice to Owner if shutdown of service is required during changeover.

C. Utility Requirements: Locate, identify, disconnect, and seal or cap off existing utilities serving areas to be selectively demolished.

1. Arrange to shut off existing utilities with utility companies.
2. If utility services are required to be removed, relocated, or abandoned, before proceeding with selective demolition provide temporary utilities that bypass area of selective demolition and that maintain continuity of service to other parts of building.
3. Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit after bypassing.

3.3 PREPARATION

A. Dangerous Materials: Drain, purge, or otherwise remove, collect, and dispose of gases, flammables, or other dangerous materials before proceeding with selective demolition operations.

B. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.

1. Do not close or obstruct streets, walks, walkways, or other adjacent occupied or used facilities without permission from Owner and authorities having jurisdiction. Provide alternate routes around closed or obstructed traffic ways if required by governing regulations.
2. Erect temporary protection, such as walks, fences, railings, canopies, and covered passageways, where required by authorities having jurisdiction.
3. Protect existing site improvements, appurtenances, and landscaping to remain.

C. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.

1. Provide protection to ensure safe passage of people around selective demolition areas.

3.4 POLLUTION CONTROLS

A. Dust Control: Use water mist, temporary enclosures, and other suitable methods to limit spread of dust and dirt. Comply with governing environmental-protection regulations.

1. Do not use water when it may damage existing construction or create hazardous or objectionable conditions, such as flooding, and pollution.

B. Disposal: Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.

C. Cleaning: Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

3.5 SELECTIVE DEMOLITION

A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:

1. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
2. Dispose of demolished items and materials promptly.
3. Return elements of construction and surfaces that are to remain to condition existing before selective demolition operations began.

B. Existing Facilities: Comply with Owner's requirements for using and protecting walkways, building entries, and other building facilities during selective demolition operations.

C. Removed and Salvaged Items: Where items are indicated (noted on the Drawings) to be removed and salvaged, comply with the following:

1. Clean salvaged items.
2. Pack or crate items after cleaning. Identify contents of containers.
3. Store items in a secure area until delivery to Owner.
4. Transport items to Owner's storage area designated by the Owner.
5. Protect items from damage during transport and storage.

D. Removed and Reinstalled Items: Where items are indicated (noted on the Drawings) to be removed and reinstalled, comply with the following:

1. Clean and repair items to functional condition adequate for intended reuse. Paint equipment to match new equipment.
2. Pack or crate items after cleaning and repairing. Identify contents of containers.
3. Protect items from damage during transport and storage.
4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.

E. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location during selective demolition and cleaned and reinstalled in their original locations after selective demolition operations are complete.

3.6 PATCHING AND REPAIRS

A. General: Promptly repair damage to adjacent construction caused by selective demolition operations.

B. Patching: Comply with Division 1 Section "Cutting and Patching."

C. Repairs: Where repairs to existing surfaces are required, patch to produce surfaces suitable for new materials.

D. Finishes: Restore exposed finishes of patched areas and extend restoration into adjoining construction in a manner that eliminates evidence of patching and refinishing.

3.7 DISPOSAL OF DEMOLISHED MATERIALS

A. General: Promptly dispose of demolished materials. Do not allow demolished materials to accumulate on-site.

B. Burning: Do not burn demolished materials.

C. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

END OF SECTION 01732

SECTION 01740 - WARRANTIES AND BONDS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section specifies general administrative and procedural requirements for warranties and bonds required by the Contractor Documents, including manufacturers standard warranties on products and special warranties.

1. Refer to the General Conditions for terms of the Contractor's special warranty of workmanship and materials.
2. General close-out requirements are included in Section 'Project Close-Out'.
3. Specific requirements for warranties for the work and products and installations that are specified to be warranted are included in the individual Sections of Division 8 and Division 9.
4. Certifications and other commitments and agreements for continuing services to Owner are specified elsewhere in the Contract Documents.

B. Disclaimers and Limitations: Manufacturer's disclaimers and limitations on product warranties to not relieve the Contractor of the warranty on the work that incorporates the products, nor does it relieve suppliers, manufacturers, and subcontractors required to countersign special warranties with the Contractor.

1.3 WARRANTY REQUIREMENTS

A. 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.

B. Reinstatement of Warranty. When work covered by a warranty has failed and been corrected by replacement or rebuilding, reinstate the warranty by written endorsement. The reinstated warranty shall be equal to the original warranty with an equitable adjustment for depreciation.

C. 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.

D. Owner's Recourse: Written warranties made to the Owner are in addition to implied warranties, and shall not limit the duties, obligation, rights 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, obligation, rights, or remedies.

1. 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.

E. 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.

1.4 WARRANTY PERIOD

A. The Contractor shall participate with the County and the Architect's representative, at the beginning of the tenth month of the warranty period, in conducting an on site review and evaluation of all items of equipment, materials and workmanship covered by the warranties and guarantees. Contractor shall act promptly and without cost to the County to correct all defects, problems, or deficiencies determined as such by the Architect/Owner during on the site review.

B. All warranties and guarantees shall commence on the date of Substantial Completion except for items which are determined by the County to be incomplete or a non-comply status at the time of Substantial Completion. The coverage commencement date for warranties and guarantees of such work shall be the date of the County's acceptance of that work.

C. Warranty period shall be manufacturer's standard for product specified except where specific warranty periods are specified in individual sections. But in no case less than one year.

1.5 SUBMITTALS

A. Submit written warranties to the Owner prior to the date certified for Substantial Completion. 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 Project Manager.

1. When a designated portion of the work is completed and occupied or used by the Owner, by separate agreement with the Contractor during the construction period, submit properly executed warranties to the Project Manager within fifteen days of completion of that designated portion of the work.

B. When a special warranty is required to be executed by the Contractor, or the Contractor and a subcontractor, supplier or manufacturer, prepared a written document that contains appropriate terms and identification, ready for executing by the required parties. Submit a draft to the Architect for approval prior to final execution.

1. Refer to individual Sections of Division 8 and Division 9 for specific content requirements, and particular requirements for submittal of special warranties.

C. Form of Submittal: At Final Completion compile two (2) 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.

D. Bind (3) three sets of warranties and bonds in heavy-duty, commercial quality, durable 3-ring vinyl covered loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8 1/2 by 11" paper.

1. 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.
2. 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.
3. 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 Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01740

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SECTION 01782 - OPERATION AND MAINTENANCE DATA

PART 1 - GENERAL

1.1 SUMMARY

A. This Section includes administrative and procedural requirements for operation and maintenance manuals, including the following:

1. Preparing and submitting instruction manuals covering the care, preservation, and maintenance of architectural products and finishes.
2. Instruction of the Owner's operating personnel in the operation and maintenance of equipment.

1.2 QUALITY ASSURANCE

A. Maintenance Manual Preparation: In preparation of maintenance manuals, use personnel thoroughly trained and experienced in operation and maintenance of equipment or system involved.

1. Where maintenance manuals require written instructions, use personnel skilled in technical writing where necessary for communication of essential data.
2. Where maintenance manuals require drawings or diagrams, use draftsmen capable of preparing drawings clearly in an understandable format.

1.3 SUBMITTALS

A. Submittal Schedule: Comply with the following schedule for submitting operation and maintenance manuals:

1. Before Substantial Completion, when each installation that requires operation and maintenance manuals is nominally complete, submit 2 draft copies of each manual to the Architect for review. Include a complete index or table of contents of each manual.

    a. The Architect will return 1 copy of the draft with comments within 15 days of receipt.

2. Submit 2 copies of data in final form at least 15 days before Certificate of Occupancy is issued. The Architect will return this copy within 15 days after final inspection, with comments.
3. After final inspection, make corrections or modifications to comply with the Architect's comments. Submit 2 copies of each approved manual to the Architect within 15 days of receipt of the Architect's comments.

B. Form of Submittal: Prepare operation and maintenance manuals in the form of an instructional manual for use by the Owner's operating personnel. Organize into suitable

sets of manageable size. Where possible, assemble instructions for similar equipment into a single binder.

1. Binders: For each manual, provide heavy-duty, commercial-quality, 3-ring, vinyl-covered, loose-leaf binders, in thickness necessary to accommodate contents, sized to receive 8-1/2-by-11-inch paper. Provide a clear plastic sleeve on the spine to hold labels describing contents. Provide pocketed inserts and pockets in the covers to receive folded sheets.

    a. Where 2 or more binders are necessary to accommodate data, correlate data in each binder into related groupings according to the Project Manual table of contents. Cross-reference other binders where necessary to provide essential information for proper operation or maintenance of the piece of equipment or system.
    b. Identify each binder on front and spine, with the printed title "OPERATION AND MAINTENANCE MANUAL," Project title or name, and subject matter covered. Indicate volume number for multiple volume sets of manuals.

2. Dividers: Provide heavy paper dividers with celluloid-covered tabs for each separate Section. Mark each tab to indicate contents. Provide a typed description of the product and major parts of equipment included in the Section on each divider.
3. Text Material: Where maintenance manuals require written material, use the manufacturer's standard printed material. If manufacturer's standard printed material is not available, provide specially prepared data, neatly typewritten, on 8-1/2-by-11-inch, 20-lb/sq. ft. white bond paper.
4. Drawings: Where maintenance manuals require drawings or diagrams, provide reinforced, punched binder tabs on drawings and bind in with text.

    a. Where oversize drawings are necessary, fold drawings to the same size as text pages and use as a foldout.
    b. If drawings are too large to be used practically as a foldout, place the drawing, neatly folded, in pocketed inserts or in front or rear pocket of binder. Insert a typewritten page indicating drawing title, description of contents, and drawing location at the appropriate location in the manual.

1.4 MANUAL CONTENT

A. In each manual include information specified in the individual Specification Section and the following information for each major component of building equipment and its controls:

1. General system or equipment description.
2. Copies of applicable Shop Drawings and Product Data.
3. System or equipment identification, including:

    a. Name of manufacturer.
    b. Model number.
    c. Serial number of each component.

4. Operating instructions.
5. Emergency instructions.
6. Wiring diagrams.
7. Inspection and test procedures.
8. Maintenance procedures and schedules.
9. Precautions against improper use and maintenance.
10. Copies of warranties.
11. Repair instructions including spare parts listing.
12. Sources of required maintenance materials and related services.
13. Manual index.

B. Organize each manual into separate Sections for each piece of related equipment. As a minimum, each manual shall contain a title page; a table of contents; copies of Product Data, supplemented by Drawings and written text; and copies of each warranty, bond, and service contract issued.

1. Title Page: Provide a title page in a transparent, plastic envelope as the first sheet of each manual. Provide the following information:

    a. Subject matter covered by the manual.
    b. Name and address of the Project.
    c. Date of submittal.
    d. Name, address, and telephone number of the Sub-contractor.
    e. Name and address of the Architect.
    f. Cross-reference to related systems in other operation and maintenance manuals.

2. Table of Contents: After title page, include a typewritten table of contents for each volume, arranged systematically according to the Project Manual format. Include a list of each product included, identified by product name or other appropriate identifying symbol and indexed to the content of the volume.

    a. Where a system requires more than one volume to accommodate data, provide a comprehensive table of contents for all volumes in each volume of the set.

3. General Information: Provide a general information Section immediately following table of contents, listing each product included in the manual, identified by product name. Under each product, list the name, address, and telephone number of the subcontractor or Installer and the maintenance contractor. Clearly delineate the extent of responsibility of each of these entities. Include a local source for replacement parts and equipment.
4. Product Data: Where the manuals include manufacturer's standard printed data, include only sheets that are pertinent to the part or product installed. Mark each sheet to identify each part or product included in the installation. Where the Project includes more than one item in a tabular format, identify each item, using appropriate references from the Contract Documents. Identify data that is applicable to the installation, and delete references to information that is not applicable.

5. Written Text: Prepare written text to provide necessary information where manufacturer's standard printed data is not available, and the information is necessary for proper operation and maintenance of equipment or systems. Prepare written text where it is necessary to provide additional information or to supplement data included in the manual. Organize text in a consistent format under separate headings for different procedures. Where necessary, provide a logical sequence of instruction for each operation or maintenance procedure.
6. Drawings: Provide specially prepared drawings where necessary to supplement manufacturer's printed data to illustrate the relationship of component parts of equipment or systems or to provide control or flow diagrams. Coordinate these drawings with information contained in project record drawings to assure correct illustration of the completed installation.

    a. Do not use original project record documents as part of operation and maintenance manuals.

7. Warranties, Bonds, and Service Contracts: Provide a copy of each warranty, bond, or service contract in the appropriate manual for the information of the Owner's operating personnel. Provide written data outlining procedures to follow in the event of product failure. List circumstances and conditions that would affect validity of warranty or bond.

1.5 MATERIAL AND FINISHES MAINTENANCE MANUAL

A. Quantity: Submit 2 copies of each manual, in final form, on material and finishes to the Architect for distribution. Provide one section for architectural products, including applied materials and finishes. Provide a second section for products designed for moisture protection and products exposed to the weather.

1. Refer to individual Specification Sections for additional requirements on care and maintenance of materials and finishes.

B. Architectural Products: Provide manufacturer's data and instructions on care and maintenance of architectural products, including applied materials and finishes.

1. Manufacturer's Data: Provide complete information on architectural products, including the following, as applicable:

    a. Manufacturer's catalog number.
    b. Size.
    c. Material composition.
    d. Color.
    e. Texture.
    f. Reordering information for specially manufactured products.

2. Care and Maintenance Instructions: Provide information on care and maintenance, including manufacturer's recommendations for types of cleaning agents to be used and methods of cleaning. Provide information on cleaning agents and methods that could prove detrimental to the product. Include manufacturer's recommended schedule for cleaning and maintenance.

C. Schedule: Provide complete information in the materials and finishes manual on products specified.

1.6 EQUIPMENT MAINTENANCE MANUAL

A. General: Submit one copy of each manual, in final form, on equipment to the Architect for distribution. Provide separate manuals for each unit of equipment.

1. Refer to individual Specification Sections for additional requirements on operation and maintenance.

B. Equipment: Provide the following information.

1. Description: Provide a complete description of each unit and related component parts, including the following:

a. Equipment.
b. Operating characteristics.
c. Limiting conditions.
d. Complete nomenclature and number of replacement parts.

2. Manufacturer's Information: For each manufacturer of a component part or piece of equipment, provide the following:

a. Printed operation and maintenance instructions.
b. Assembly drawings and diagrams required for maintenance.
c. List of items recommended to be stocked as spare parts.

3. Maintenance Procedures: Provide information detailing essential maintenance procedures, including the following:

a. Routine operations.
b. Troubleshooting guide.
c. Disassembly, repair, and reassembly.
d. Alignment, adjusting, and checking.

4. Operating Procedures: Provide information on equipment and system operating procedures where applicable.
5. Servicing Schedule: Provide a schedule of routine servicing and lubrication requirements, including a list of required lubricants for equipment with moving parts.
6. Valve Tags: Provide charts of valve-tag numbers, with the location and function of each valve.

1.7 INSTRUCTIONS FOR THE OWNER'S PERSONNEL

A. Prior to final inspection, instruct the Owner's personnel in operation, adjustment, and maintenance of products and equipment. Provide instruction at mutually agreed upon times.

1. Use operation and maintenance manuals for each piece of equipment or system as the basis of instruction. Review contents in detail to explain all aspects of operation and maintenance.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01782

SECTION 08346 - DETENTION DOORS AND FRAMES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:

1. Swinging detention doors.
2. Detention frames.
3. Locking Hardware
4. Interface to existing control relays and status monitoring

B. Related Requirements:

1. Special Project Procedures for Orange County Department of Corrections related to safety & security, interface with detainees/in-custody individuals and staff, storage and movement of materials/product, inventory of tools & equipment and final clearing and transition of work areas.
2. Detention Door Hardware for doors.

1.3 DEFINITIONS

A. Minimum-Thickness Steel: Indicated as the specified minimum thicknesses for base metal without coatings, according to NAAMM-HMMA 803.

1.4 COORDINATION

A. This project consist of the removal of existing Slider Doors with the exception of four (4) locations in which swing door opening space is not available and those Four (4) Sliders will remain as indicated on the drawings. The Orange County Department of Corrections would like the Four (4) slider doors which are in the best condition on site, to include One (1) Slider Door which was most recently reworked to remain in the Four (4) specific cases noted on the drawings. The Owner intends on storing all remaining doors for future parts/replacement. Turnover location will be determined at pre-installation meeting.

1.5 PRE-INSTALLATION MEETINGS

A. Pre-installation Conference: The owner will schedule an on-site coordination meeting with the chosen vendor to review all conditions and cover the complete scope of work and expectations prior to commencement.

B. The existing Slider-doors have a rough opening of 79 9/16” H, +/- 1/8”, X 31 7/8” W, +/- 1/8”. Site inspection will permit review of all existing conditions and metal embeds to be utilized for this retrofit.

1.6 ACTION SUBMITTALS

A. Product Data: For each type of product.

1. Include construction details, material descriptions, core descriptions, label compliance, and finishes for the detention door and frame type specified.

B. LEED Submittals:

1. Product Data for Credit MR 4: For products having recycled content, documentation indicating percentages by weight of postconsumer and pre-consumer recycled content. Include statement-indicating cost for each product having recycled content.
2. Product Data for Credit IEQ 4.1: For sealants, documentation including printed statement of VOC content.

C. Shop Drawings: In addition to requirements below, provide a schedule using same reference numbers for details and openings as those on Drawings:

1. Elevations of each door type.
2. Direction of Door Swing.
3. Inmate and non-inmate sides.
4. Details of doors, including vertical and horizontal edge details, and metal thicknesses.
5. Details of frames, including dimensioned profiles, and metal thicknesses.
6. Locations of reinforcement and preparations for hardware.
7. Details of different wall opening condition.
8. Details of anchorages, joints, field splices, and connections.
9. Details of food-pass opening and mechanical lock pocket for pass-through.
10. Details of moldings, removable stops, and glazing.
11. Details of door status indicator and detention grade protection
12. Details of conduits, junction boxes, and preparations for Electrically operated door hardware.

D. Samples for Verification:

1. For each type of exposed finish required, prepare Samples not less than 3 by 5 inches (76 by 127 mm).

2. For "Detention Doors" and "Detention Frames" subparagraphs below, prepare Samples approximately 12 by 12 inches (305 by 305 mm) to demonstrate compliance with requirements for quality of materials and construction:

   a. Detention Doors: Show vertical-edge, top, and bottom construction; insulation; face stiffeners; and hinge and other applied hardware reinforcement. Include separate section showing glazing materials and application..
   b. Detention Frames: Show profile, welded corner joint, welded hinge reinforcement, grout-cover boxes, floor and wall anchors, and silencers. Include separate section showing fixed steel panels and glazing. Clearly denote all weld and attachment points to existing rough opening metal framing. Provide any additional achors as may be required.

1.7 INFORMATIONAL SUBMITTALS

A. Qualification Data: For Manufacturer and Installer.

B. Welding certificates.

C. Product Test Reports: For each type of detention hollow-metal door and frame assembly including vision and door panel tests performed by manufacturer and witnessed by a qualified testing agency.

D. Examination reports documenting inspection of substrates, areas, and conditions.

E. Anchor inspection reports documenting inspections of attachment points and anchors.

F. Field quality control reports documenting inspections of installed products.

   1. Field quality-control certification signed by Contractor.

G. Oversize Construction Certification: For any assemblies required to be fire rated and exceeding limitations of labeled assemblies.

1.8 MAINTENANCE MATERIAL SUBMITTALS

A. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.

   1. Security Fasteners: Furnish not less than one box for every 50 boxes or fraction thereof, of each type and size of security fastener installed.
   2. Tools: Provide Two (2) sets of any specialty tools required for installing and removing security fasteners.

1.9 QUALITY ASSURANCE

A. Installer Qualifications: An entity that employs installers and supervisors who are trained and approved by manufacturer.

B. Welding Qualifications: Qualify procedures and personnel according to the following:

1. AWS D1.1/D1.1M, "Structural Welding Code - Steel."
2. AWS D1.3, "Structural Welding Code - Sheet Steel."
3. AWS D1.6, "Structural Welding Code - Stainless Steel."

1.10 DELIVERY, STORAGE, AND HANDLING

A. Deliver detention hollow-metal work palletized, packaged, and/or crated to provide protection during transit and Project-site storage. Do not use non-vented plastic.

B. Deliver welded detention frames with two removable spreader bars across bottom of frames, tack welded to jambs and mullions.

C. Store detention hollow-metal work vertically under cover at Project site with head up. Place on minimum 4-inch- (102-mm-) high wood blocking. Provide minimum 1/4-inch (6.3-mm) space between each stacked door to permit air circulation.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

1. Jails Correctional Products / FABCOR.
2. Cornerstone Detention.
3. Chief Correctional Products.
4. American Jail Products.
5. Habersham Metal Products Co.
6. Pioneer Industries, Inc.
7. Trussbilt
8. Architectural Openings Inc.
9. Architect Approved Equal.

B. Source Limitations: Obtain detention doors and frames from single source from single manufacturer.

2.2 REGULATORY REQUIREMENTS

A. Fire-Rated Assemblies: Complying with NFPA 80 and listed and labeled by a qualified testing agency acceptable to authorities having jurisdiction for fire-protection ratings and temperature-rise limits as may be required by Authority having Jurisdiction, based on testing at positive pressure according to NFPA 252 or UL 10C.

2.3 DETENTION DOOR AND FRAME ASSEMBLIES

A. Recycled Content of Steel Products: Postconsumer recycled content plus one-half of pre-consumer recycled content not less than 20 percent.

B. Detention Door and Frame Assemblies: Provide detention door and frame assemblies that comply with the following, based on testing manufacturer's standard units in assemblies similar to those indicated for this Project:

1. Security Grade: Assemblies pass testing requirements in ASTM F 1450 for security grades specified.

2. Approved for use and in accordance with American Corrections Association (ACA) and American Jail Association (AJA) standards and guidelines.

C. Detention Frames: Provide sidelight and borrowed-light detention frames that comply with ASTM F 1592 and removable stop test according to NAAMM-HMMA 863, based on testing manufacturer's standard units in assemblies similar to those indicated for this Project.

2.4 DETENTION DOORS

A. General: Provide flush-design detention doors of seamless hollow construction, 2 inches (51 mm) thick unless otherwise indicated. Construct detention doors with smooth, flush surfaces without visible joints or seams on exposed faces or stile edges.

1. Single-acting swinging detention doors with bevel vertical edges 1/8 inch in 2 inches (3 mm in 51 mm).

B. Core Construction: Provide the following core construction of same material as detention door face sheets, welded to both detention door faces:

1. Steel-Stiffened Core: 0.042-inch- (1.0-mm-) thick, steel vertical stiffeners extending full-door height, with vertical webs spaced not more than 4 inches (102 mm) apart, spot welded to face sheets a maximum of 3 inches (76 mm) OC. Fill spaces between stiffeners with insulation.
2. Truss-Stiffened Core: 0.013-inch- (0.3-mm-) thick, steel, truncated triangular stiffeners extending between face sheets and for full height and width of door; with stiffeners welded to face sheets not more than 3 inches (76 mm) OC. vertically and 2-3/4 inches (70 mm) horizontally. Fill spaces between stiffeners with insulation.

C. Vertical Edge Channels: 0.123-inch- (3.1-mm-) thick, continuous channel of same material as detention door face sheets, extending full-door height at each vertical edge; welded to top and bottom channels to create a fully welded perimeter channel. Noncontiguous channel is permitted to accommodate lock-edge hardware only if lock

reinforcement is welded to and made integral with channel. Provide vertical attachment to be welded to existing rough metal opening.

D. Top and Bottom Channels: 0.123-inch- (3.1-mm-) thick metal channel of same material as detention door face sheets, spot welded, not more than 4 inches (102 mm) OC., to face sheets.

1. Reinforce top edge of detention door with 0.053-inch- (1.3-mm-) thick closing channel, welded so channel web is flush with top door edges.

E. Hardware Reinforcement: Fabricate reinforcing plates from same material as detention door face sheets to comply with the following minimum thicknesses:

1. Full-Mortise Hinges and Pivots: 0.187 inch (4.7 mm) thick.
2. Maximum-Security Surface Hinges: 0.250 inch (6.3 mm) thick.
3. Strike Reinforcements: 0.187 inch (4.7 mm) thick.
4. Lock Fronts, Concealed Holders, and Surface-Mounted Closers: 0.093 inch (2.3 mm) thick.
5. All Other Surface-Mounted Hardware: 0.093 inch (2.3 mm) thick.
6. Lock Pockets: 0.123 inch (3.1 mm) thick at non-inmate side, welded to face sheet.

F. Hardware Enclosures: Provide enclosures and junction boxes for electrically operated detention door hardware of same material as detention door face sheets, interconnected with UL-approved, 1/2-inch- (12.7-mm-) diameter conduit and connectors. Provide stub-up into existing over door slider housing.

1. Access Plates: Where indicated for wiring installation, provide access plates to junction boxes, fabricated from same material and thickness as face sheet and fastened with at least four security fasteners spaced not more than 6 inches (152 mm) OC.

G. Detention Doors: Construct doors to comply with materials, fabrication, hardware locations, hardware reinforcement, tolerances, and clearances indicated in NAAMM-HMMA 863 and as specified.

1. Security Grade 1: Provide doors with face sheets of 0.093-inch- (2.3-mm-) minimum-thickness, cold-rolled steel.

2.5 DETENTION FRAMES

A. General: Provide fully welded detention frames with integral stops, of seamless construction without visible joints or seams. Fabricate detention frames with contact edges closed tight and corners mitered, reinforced, and continuously welded full depth and width of detention frame.

B. Stop Height: Provide minimum stop height of 0.750 inch (19 mm) for detention door openings and minimum stop height of 1-1/4 inches (32 mm) in security glazing or detention panel openings unless otherwise indicated.

C. Detention Frames: Construct frames to comply with materials, fabrication, hardware locations, hardware reinforcement, tolerances, and clearances indicated in NAAMM-HMMA 863 and as specified.

1. Security Grade 1: Provide frames fabricated from 0.093-inch- (2.3-mm-) minimum-thickness, cold-rolled steel

D. Hardware Reinforcement: Fabricate reinforcing plates from same material as detention frame to comply with the following minimum thicknesses:

1. Hinges and Pivots: 0.187 inch (4.7 mm) thick by 1-1/2 inches (38 mm) wide by 10 inches (254 mm) long.
2. Strikes, Flush Bolts, and Closers: 0.187 inch (4.7 mm) thick.
3. Surface-Mounted Hardware: 0.093 inch (2.3 mm) thick.
4. Lock Pockets: 0.123 inch (3.1 mm) thick at non-inmate side, welded to face sheet. Provide 0.123-inch- (3.1-mm-) thick, lock protection plate for attachment to lock pocket with security fasteners.

E. Hardware Enclosures: Provide enclosures and junction boxes for electrically operated detention door hardware, interconnected with UL-approved, 1/2-inch- (12.7-mm-) diameter conduit and connectors.

1. Access Plates: Where required for wiring installation, provide access plates to junction boxes, fabricated from same material and thickness as face sheet and fastened with at least four security fasteners spaced not more than 6 inches (152 mm) OC.

F. Mullions and Transom Bars: Provide closed or tubular mullions and transom bars where indicated. Fasten mullions and transom bars at crossings and to jambs by butt-welding. Reinforce joints between detention frame members with concealed clip angles or sleeves of same metal and thickness as detention frame. Integrate header to fit with existing overhead slider door housing without reducing existing rough opening vertical heigh.t

G. Jamb Anchors: Weld jamb anchors to detention frames near hinges and directly opposite on strike jamb or as required to secure detention frames to adjacent construction.

1. Number of Anchors: Provide two anchors per jamb plus the following:

a. Detention Frames with Security Glazing or Detention Panels: One additional anchor for each 18 inches (457 mm), or fraction thereof, above 36 inches (914 mm) in height.

2. Embedded Anchors: Provide detention frames with removable faces at jambs where embedded anchors may be required. Anchors consist of the following three parts:

a. Embedded Plates: Steel plates, 0.188 inch thick by 4 inches wide by 6 inches long (4.7 mm thick by 102 mm wide by 152 mm long). Continuously weld two steel bars, 1/2 inch (12.7 mm) in diameter and 10 inches (254 mm) long with 2-inch (51-mm) 90-degree turndown on ends, to the embedded end of each plate. Weld steel angles, 0.188 inch thick by 2 by 2 by 4 inches long (4.7 mm thick by 51 by 51 by 102 mm long), to the exposed end of each plate. Embed at locations to match frame angles.
b. Frame Angles: Steel angles, 0.188 inch thick by 2 by 2 by 4 inches long (4.7 mm thick by 51 by 51 by 102 mm long), welded to detention frames with 1-inch- (25-mm-) long welds at each end of angle.
c. Connector Angles: Steel angles, of size required, to connect frame angles and embedded plates.

3. Post-installed Anchors: Minimum 1/2-inch- (12.7-mm-) diameter concealed bolts with expansion shields or inserts. Provide conduit spacer from detention frame to wall, welded to detention frame. Reinforce detention frames at anchor locations.

H. Floor Anchors (If Required): Provide floor anchors for each jamb and mullion that extends to floor, formed of same material and thickness as detention frame, and as follows:

1. Monolithic Concrete Slabs / Terrazzo Surface: Clip anchors, with two holes to receive fasteners, welded to bottom of jambs and mullions with at least four spot welds per anchor.

I. Rubber Door Silencers: Except on weather-stripped detention doors, drill stops in strike jambs to receive three silencers on single-detention-door frames and drill head jamb stop to receive two silencers on double-detention-door frames. Keep holes clear during construction.

J. Grout Guards: Provide grout guards of same material as detention frame, welded to detention frame at back of hardware cutouts, silencers, and glazing-stop screw preparations to close off interior of openings and prevent mortar or other materials from obstructing hardware operation or installation.

2.6 FABRICATION

A. Fabricate detention doors and frames rigid, neat in appearance, and free of defects, warp, or buckle. Accurately form metal to required sizes and profiles, with minimum radius for metal thickness. Weld exposed joints continuously; grind, fill, dress, and make smooth, flush, and invisible. Where practical, fit and assemble units in manufacturer's plant. To ensure proper assembly at Project site, clearly identify work that cannot be permanently factory assembled before shipment.

B. Tolerances: Fabricate detention doors and frames to comply with manufacturing tolerances indicated in NAAMM-HMMA 863.

C. Removable Jamb Faces: Provide removable jamb faces where required for access to embedded anchors. Fabricate to allow secure reattachment of removable face with security fasteners.

D. Fabricate multiple-opening detention frames with mullions that have closed tubular shapes and with no visible seams or joints.

E. Hardware Preparation: Factory prepare detention doors and frames to receive Folger / Southern 120 series electric hardware, including cutouts, reinforcement, mortising, drilling, and tapping, according to templates provided by detention door hardware supplier. Install hardware and provide fully operational product.

1. Reinforce detention doors and frames to receive surface-mounted door hardware as required for pass-through. Drilling and tapping may be done at Project site.
2. Locate door hardware according to NAAMM-HMMA 863.
3. Hardware to Utilize Maxi-Mogul Keying system with the 5th and 6th floors keyed differently.

F. Factory cut openings in detention doors.

G. Weld components to comply with referenced AWS standard. Weld before finishing components to greatest extent possible. Remove weld spatter and welding oxides from exposed surfaces by descaling or grinding.

2.7 GENERAL FINISH REQUIREMENTS

A. Comply with NAAMM's "Metal Finishes Manual for Architectural and Metal Products" for recommendations for applying and designating finishes.

B. Finish detention doors and frames after assembly.

2.8 METALLIC-COATED STEEL SHEET FINISHES

A. Surface Preparation: Clean surfaces with nonpetroleum solvent so surfaces are free of oil and other contaminants. After cleaning, apply a conversion coating suited to the organic coating to be applied over it. Clean welds, mechanical connections, and abraded areas and apply galvanizing repair paint, complying with SSPC-Paint 20, to comply with ASTM A 780.

B. Surface Preparation: Remove mill scale and rust, if present, from uncoated steel, complying with SSPC-SP 5/NACE No. 1, "White Metal Blast Cleaning"

2.9 SECURITY FASTENERS

A. Operable only by tools produced by fastener manufacturer or other licensed fabricator for use on specific fastener type. Provide drive-system type, head style, material, and protective coating as required for assembly, installation, and strength, and as follows:

1. Manufacturers: Subject to compliance with requirements, provide available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

    a. Acument Global Technologies North America.
    b. Bryce Fastener.
    c. Safety Socket LLC.
    d. Tamperproof Screw Co., Inc.
    e. Tamper-Pruf Screws.

2. Drive-System Type: Pinned Torx-Plus
3. Fastener Strength: 120,000 psi (827 MPa).
4. Socket Button Head Fasteners:

    a. Heat-treated alloy steel, ASTM F 835 (ASTM F 835M).
    b. Stainless steel, ASTM F 879 (ASTM F 879M), Group 1 CW.

5. Socket Flat Countersunk Head Fasteners:

    a. Heat-treated alloy steel, ASTM F 835 (ASTM F 835M).
    b. Stainless steel, ASTM F 879 (ASTM F 879M), Group 1 CW.

6. Socket Head Cap Fasteners:

    a. Heat-treated alloy steel, ASTM A 574 (ASTM A 574M).
    b. Stainless steel, ASTM F 837 (ASTM F 837M), Group 1 CW.

7. Protective Coatings for Heat-Treated Alloy Steel:

    a. Zinc and clear trivalent chromium where indicated.
    b. Zinc phosphate with oil, ASTM F 1137, Grade I, or black oxide unless otherwise indicated.

2.10 SEALANTS

A. Polyurethane Security Sealants: Manufacturer's standard, nonsag, tamper-resistant sealant for joints with low movement.

1. Security sealants shall have a VOC content of 250 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
2. Products: Subject to compliance with requirements, provide available products that may be incorporated into the Work include, but are not limited to, the following:

    a. BASF Construction Chemicals, LLC, Building Systems; Sonolastic Ultra.
    b. Pecora Corporation; DynaFlex.
    c. Architect Approved Equal

B. Epoxy Security Sealants: Manufacturer's standard, nonsag, tamper-resistant sealant for joints with no movement.

1. Security sealants shall have a VOC content of 250 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
2. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to, the following:

    a. BASF Construction Chemicals, LLC, Building Systems; Epolith-G.
    b. Euclid Chemical Company (The), an RPM company; Euco Model No. 452-P.
    c. Pecora Corporation; DynaPoxy EP-1200.
    d. Architect Approved Equal.

2.11 ELECTRIC HARDWARE

A. For standardization with the rest of the facility provide Folger Adam 120 Series type Electric lock with the following;
    1. Maxi-Mogul Key Cylinder
    2. Deadlock lever
    3. Local Electric Key

B. Integrate lock Status switch and Bolt Position Switch with Magnetic Door Position Switch to only provide SECURE / GREEN status when door is in CLOSED position with LOCKBOLT fully extended.

C. Provide a MOLEX or MilSpec type connector above each door as transition point between existing wiring and new door locks and sensors.

2.12 CONTROL / MONITORING INTERFACE

A. Each existing Slider-door has relay control that provides OPEN / STOP / CLOSE which will permit existing wiring at each door location to directly integrate with existing control panel. Existing Slider operating voltage is 120VAC, which is supplied at the end of each row of Sliders in the Mechanical Release Cabinet. This cabinet is being preserved as a future housing for Programmable Logic Controller (PLC) equipment for upgrading of the control/monitoring systems. Locate 24VDC Power Supply in existing cabinet and standby Batteries with charging circuit adjacent to cabinet. Provide enough standby power for 50 complete cycles of all connected doors.

B. Each existing Slider-door is monitored for door position with wiring located at each door location. Current SWITCH Control panel can only indicate door status by use of a bi-color lamp indicating RED for UNSECURE and GREEN for SECURE. Re-utilize existing circuit for door status monitoring.

C. Limit of scope for CONTROL and MONITORING does not extend beyond existing Mechanical Release Cabinet. Verify all existing conditions and system operations prior to any conversion.

2.13 MECHANICAL EMERGENCY RELAESE

A. This project will need to preserve Four (4) Slider Doors that cannot be replaced due to spacial restrictions. These four (4) Doors will require a Mechanical Over-ride / Emergency Release locally at each door. Provide a Mechanical Release / Over-ride at each of the Four (4) doors by use of a Maxi-Mogul Cylinder keyed alike for the housing unit / floor.

2.14 KEYING

A. Key all lock alike for each floor and provide any recommendations to owner to facilitate master key scheme with complete facility.

2.15 ACCESSORIES

A. Concealed Bolts: ASTM A 307, Grade A unless otherwise indicated.

B. Embedded Plate Anchors: Fabricated from mild steel shapes and plates, minimum 3/16 inch (4.8 mm) thick; with minimum 1/2-inch- (12.7-mm-) diameter, headed studs welded to back of plate.

C. Welding Rods and Bare Electrodes: Select according to AWS specifications for metal alloy welded.

D. Pass-Through Openings: Fabricate flush openings using 0.093-inch- (2.3-mm-) thick interior channels of same material as detention door faces, inverted to be flush with openings, welded to inside of both face sheets and with corners fully welded. Mount shutters on non-inmate side of detention doors. Reinforce for locks and food-pass hinges.

1. Inset Shutters: Fabricate from two steel plates, 0.123 inch (3.1 mm) thick, of same material as detention door face sheets, spot welded together and sized to inset inside opening and to prevent inmate tampering of lock and hinges.
2. Overlapping Shutters: For surface application on non-inmate side of door. Fabricate from a single steel plate, of same material as detention door face sheets, 0.187 inch (4.7 mm) thick, sized to overlap food-pass openings by 1/2 inch (12.7 mm).
3. Pass-Through shall fold completely down 180 degrees.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine substrates, areas, and conditions for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.

B. Examine roughing-in for embedded and built-in anchors to verify actual locations of detention frame connections before detention frame installation.

C. Prepare written report, endorsed by Installer, listing conditions detrimental to performance of the Work.

D. Inspect embedded plate installations before installing detention frames to verify that plate installations comply with requirements. Prepare inspection reports.

1. Remove and replace plates where inspections indicate that they do not comply with specified requirements. Re-inspect after repairs or replacements are made.
2. Perform additional inspections to determine compliance of replaced or additional work.

E. Proceed with installation only after unsatisfactory conditions have been corrected.

F. Remove all slider-doors and mechanical drives and sort parts into containers provided by owner for storage. Remove and grind flush all tracks, surface mounted supports and floor blocks.

3.2 PREPARATION

A. Remove welded-in shipping spreaders installed at factory.

B. Before installation and with shipping spreaders removed, adjust detention frames for squareness, alignment, twist, and plumbness to the following tolerances:

1. Squareness: Plus or minus 1/16 inch (1.6 mm), measured at door rabbet on a line 90 degrees from jamb and perpendicular to frame head.
2. Alignment: Plus or minus 1/16 inch (1.6 mm), measured at jambs on a horizontal line parallel to plane of face.
3. Twist: Plus or minus 1/16 inch (1.6 mm), measured at opposite face corners of jambs on parallel lines, and perpendicular to plane of door rabbet.
4. Plumbness: Plus or minus 1/16 inch (1.6 mm), measured at jambs on a perpendicular line from head to floor.

3.3 INSTALLATION

A. General: Install detention doors and frames plumb, rigid, properly aligned, and securely fastened in place, complying with Drawings, schedules, and manufacturer's written recommendations.

B. Anchorage: Set detention frame anchorage devices according to details on Shop Drawings and according to anchorage device manufacturer's written instructions.

1. Masonry Anchors: Coordinate frame installation to allow for solidly filling space between frames and masonry with grout.
2. Embedded Anchors: Install embedded plates in wall surrounding frame openings to match frame angle locations.
3. Post-installed Anchors: Drill holes in existing construction at locations to match bolt locations, and install bolt expansion shields or inserts.

C. Where detention frames are fabricated in sections due to shipping limitations, assemble frames and install angle splices at each corner, of same material and thickness as detention frame, and extend at least 4 inches (102 mm) on both sides of joint.

1. Field splice only at approved locations. Weld, grind, and finish as required to conceal evidence of splicing on exposed faces.
2. Continuously weld and finish smooth joints between faces of abutted, multiple-opening, detention frame members.
3. Field Welding: Comply with the following requirements:

    a. Use materials and methods that minimize distortion and develop strength and corrosion resistance of base metals.
    b. Obtain fusion without undercut or overlap.
    c. Remove welding flux immediately.
    d. At exposed connections, finish exposed welds and surfaces smooth and blended so no roughness shows after finishing and contour of welded surface matches that of adjacent surface.

D. Apply bituminous coating to backs of frames before filling with grout.

E. Placing Detention Frames: Install detention frames of sizes and profiles indicated. Set detention frames accurately in position; plumbed, aligned, and braced securely until permanent anchors are set. After wall construction is complete, remove temporary braces, leaving surfaces smooth and undamaged.

1. Embedded Anchors: Remove jamb faces from detention frames and set detention frames into opening. Weld steel connector angle to frame angle and to embedded plate with 1-inch- (25-mm-) long welds at each end of connector angle to form a rigid frame assembly that is solidly anchored. Reinstall jamb faces using security fasteners.
2. Post-installed Anchors: Install bolt. After bolt is tightened, weld bolt head to provide non-removable condition. Grind, dress, and finish smooth welded bolt head.
3. At fire-rated openings, install detention frames according to NFPA 80.
4. Install detention frames with removable stops located on non-inmate side of opening.

F. Grout: Fully grout detention frame jambs and heads. Completely fill space between frames and adjacent substrates. Hand trowel grout and take other precautions, including bracing detention frames, to ensure that frames are not deformed or damaged by grout forces.

G. Security Sealant: Apply security sealant at all exposed gaps between detention frames and adjacent substrates.

H. Swinging Detention Doors: Fit non-fire-rated detention doors accurately in their frames, with the following clearances:

1. Between Doors and Frames at Jambs and Head: 1/8 inch (3.2 mm).

2. Between Edges of Pairs of Doors: 1/8 inch (3.2 mm).
3. At Door Sills with Threshold: 3/8 inch (9.5 mm).
4. At Door Sills without Threshold: 3/4 inch (19 mm).
5. Between Door Bottom and Nominal Surface of Floor Covering: 1/2 inch (12.7 mm).

I. Fire-Rated Detention Doors: Install with clearances as specified in NFPA 80.

J. Smoke-Control Detention Doors: Install according to NFPA 105.

K. Installation Tolerances: Comply with installation tolerances indicated in NAAMM-HMMA 863.

L. Glazing: Comply with installation requirements in Section 088853 "Security Glazing" unless otherwise indicated. Protect all Glazing during installation and up to final acceptance.

3.4 FIELD QUALITY CONTROL

A. Inspect installed products to verify compliance with requirements. Prepare inspection reports and indicate compliance with and deviations from the Contract Documents.

B. Detention work will be considered defective if it does not pass tests and inspections.

C. Perform additional inspections to determine compliance of replaced or additional work.

D. Prepare field quality-control certification that states installed products comply with requirements in the Contract Documents.

E. For verification that construction complies with requirements, select one detention door at random from detention doors delivered to Project and have it cut in half or otherwise taken apart.

1. Test Method: Verify weld strength by prying or chiseling door apart at edge seams, end channels, or stiffeners. Not more than 5 percent of welds may fail test.

    a. If tested door fails, replace or rework all detention doors to bring them into compliance at Contractor's expense.
    b. If tested door passes, replace tested door at Contractor's expense.

F. Prepare test and inspection reports.

3.5 ADJUSTING AND CLEANING

A. Final Adjustments: Check and readjust operating hardware items immediately before final inspection. Leave work in complete and proper operating condition. Remove and replace defective work, including detention doors and frames that are warped, bowed, or otherwise unacceptable.

B. Clean grout and other bonding material off detention doors and frames immediately after installation.

C. Galvanized Surfaces: Clean field welds, bolted connections, and abraded areas, and repair galvanizing to comply with ASTM A 780.

D. Prime-Coat Touchup: Immediately after erection, sand smooth rusted or damaged areas of prime coat and apply touchup of compatible air-drying primer.

1. After finishing smooth field welds, apply air-drying primer.

E. Test, clean and lubricate all hinges and locking hardware to manufacture's specification prior to final acceptance.

END OF SECTION 08346

SECTION 08885 - SECURITY GLAZING

1.1 SUMMARY

A. Security glazing required for the Steel Detention Doors as indicated on drawings.

1.2 PERFORMANCE REQUIREMENTS

A. Delegated Design: Contractor to design security glazing for detention holding cell application, safety and security and attack resistance.

1.3 QUALITY ASSURANCE

A. Samples: Security glazing installed in specified Section 08346 Detention Doors and Frames. Provide Owner with sample product and testing data prior to manufacturing for approval.

1.4 WARRANTY

A. Coated Glass: Ten (10) years.

B. Laminated Glass: Ten (10) years.

C. Polycarbonate Sheet: Ten (10) years.

D. Laminated Polycarbonate: Ten (10) years.

E. Glass-Clad Polycarbonate: Ten (10) years.

F. Laminated Glass and Polycarbonate: Ten (10) years.

PART 2 - PRODUCTS

2.1 PRODUCTS

A. Security Glazing Clear laminated glass.

1. Forced-Entry Resistance: Class II per ASTM F 1233.

B. Security Glazing Mar-resistant polycarbonate.

1. Detention Security Grade: Grade 4 per ASTM F 1915 torch and small blunt impactor test.
2. Thickness: 7/16”+.

C. Security Glazing: Laminated polycarbonate.

1. Detention Security Grade: Grade 1 per ASTM F 1915 torch and small blunt impactor test.
2. Forced-Entry Resistance: Class I per ASTM F 1233.
3. Forced-Entry Resistance: Level I per HPW-TP-0500.03.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Glazing Method: insulated non-removable sealant rates for exposure to inmate abuse.

B. Glazing shall be Non-removable from inmate side.

C. Glazing shall be factory installed and shall prevent penetration of liquids into interior of hollow metal door.

END OF SECTION 08885

SECTION 09490 - TERRAZZO RESTORATION

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Poured-in-place portland cement terrazzo flooring and base to match existing.

1.2 SUBMITTALS

A. Product Data: For each type of product.

B. Shop Drawings: Include terrazzo installation requirements. Include plans, elevations, sections, component details, and attachments to other work. Show layout of the following:

1. Terrazzo patterns.

C. Samples for Verification: Label each terrazzo sample to identify manufacturer's matrix color and aggregate types, sizes, and proportions. Prepare Samples of same thickness and from same material to be used for the Work, in size indicated below:

1. Terrazzo: 6-inch-square Samples.
2. Accessories: 6-inch-long Samples of each exposed strip item required.

D. Qualification Data: For Installer.

E. Material Certificates: For each type of terrazzo material or product, from manufacturer.

F. Maintenance Data: For terrazzo to include in maintenance manuals.

1.3 QUALITY ASSURANCE

A. Preinstallation Conference: Conduct conference at Project site.

1. Review methods and procedures related to terrazzo including, but not limited to, the following:

a. Inspect and discuss condition of substrate and other preparatory work performed by other trades.
b. Review and finalize construction schedule and verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.

c. Review special terrazzo designs and patterns.

B. Installer Qualifications: An installer who is a contractor member of NTMA.

C. Source Limitations for Aggregates: Obtain each color, grade, type, and variety of granular materials from single source with resources to provide materials of consistent quality in appearance and physical properties.

D. Mockups: Build mockups to verify selections made under Sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution.

1. Build mockups for terrazzo including accessories.

1.4 DELIVERY, STORAGE, AND HANDLING

A. Deliver materials to Contractors' Warehouse in supplier's original wrappings and containers, labeled with source or manufacturer's name, material or product brand name, and lot number if any.

B. Store materials in their original, undamaged packages and containers, inside a well-ventilated area protected from weather, moisture, soiling, extreme temperatures, and humidity.

1.5 FIELD CONDITIONS

A. Environmental Limitations: Maintain temperature above 50 deg F for 48 hours before and during terrazzo installation.

B. Field Measurements: Verify actual dimensions of construction contiguous with precast terrazzo by field measurements before fabrication.

C. Provide permanent lighting or, if permanent lighting is not in place, simulate permanent lighting conditions during terrazzo installation.

1. Close spaces to traffic during terrazzo application and for not less than 24 hours after application unless manufacturer recommends a longer period.

D. Control and collect water and dust produced by grinding operations. Protect adjacent construction from detrimental effects of grinding operations.

E. Unless otherwise recommended by terrazzo manufacturer, moisture and alkalinity content requirements shall be as follows:

1. Subfloor Moisture Conditions: Moisture emission rate of not more than 3 lb/1000 sq. ft./24 hours when tested by calcium chloride moisture test in compliance with ASTM F 1869, with subfloor temperatures not less than 55 deg F.
2. Subfloor Alkalinity Conditions: A pH range of 5 to 9

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

A. NTMA Standards: Comply with NTMA's "Terrazzo Specifications and Design Guide" and with written recommendations for terrazzo type indicated unless more stringent requirements are specified.

2.2 PORTLAND CEMENT TERRAZZO

A. Portland Cement Terrazzo System: Match existing.

B. Materials:

1. Portland Cement: ASTM C 150, Type 1.

a. Color for Exposed Matrix: Match existing.

i. Water: Potable.
ii. Sand: ASTM C 33.
iii. Aggregates: Match existing.
iv. Matrix Pigments: Match existing.
v. Bonding Agent: Neat portland cement, or epoxy or acrylic bonding agents formulated for use with topping indicated.
vi. Underbed Reinforcement: Galvanized welded-wire reinforcement, wire 2 by 2 inches by 0.062 inch in diameter, complying with ASTM A 185/A 185M and ASTM A 82/A 82M, except for minimum wire size.
vii. Isolation Membrane: Polyethylene sheeting, ASTM D 2103, Type 13300, 4 mils thick.

2.3 MISCELLANEOUS ACCESSORIES

A. Strip Adhesive: Recommended by manufacturer for applications indicated.

B. Anchoring Devices:

1. Strips: Provide mechanical anchoring devices or adhesives for strip materials as recommended by manufacturer and as required for secure attachment to substrate.

C. Portland Cement Terrazzo Cleaner: Chemically neutral cleaner with pH factor between 7 and 10 that is biodegradable, phosphate free, and recommended by cleaner manufacturer for use on terrazzo type indicated.

D. Sealer: Match existing.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine substrates and areas, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.

B. Proceed with installation only after unsatisfactory conditions, including levelness tolerances, have been corrected.

3.2 PREPARATION

A. Clean substrates of substances, including oil, grease, and curing compounds, that might impair terrazzo bond. Provide clean, dry, and neutral substrate for terrazzo application.

1. Roughen concrete substrates before installing terrazzo system according to NTMA's written recommendations.

B. Verify that concrete substrates are dry and moisture-vapor emissions are within acceptable levels according to manufacturer's written instructions.

1. Moisture Testing: Perform tests indicated below.

a. Test Method: Test for moisture content by method recommended in writing by terrazzo manufacturer. Proceed with installation only after substrates pass testing.

C. C. Protect other work from water and dust generated by grinding operations. Control water and dust to comply with environmental protection regulations.

1. Erect and maintain temporary enclosures and other suitable methods to limit water damage and dust migration and to ensure adequate ambient temperatures and ventilation conditions during installation.

3.3 INSTALLATION, GENERAL

A. Comply with NTMA's written recommendations for terrazzo and accessory installation.

B. Installation Tolerance: Limit variation in terrazzo surface from level to 1/8 inch in 10 feet; noncumulative.

C. Underbed:

1. Comply with NTMA's "Terrazzo Specifications and Design Guide" for underbed installation.

D. Strip Materials:

1. Divider and Control-Joint Strips:

    a. Locate divider strips in locations indicated.
    b. b. Install control-joint strips in locations indicated.
    c. c. Install control-joint strips with 1/4-inch gap between strips, and install sealant in gap.
    d. d. Install strips in adhesive setting bed without voids below strips, or mechanically anchor strips as required to attach strips to substrate, as recommended by strip manufacturer.

2. Expansion-Joint Strips: Form expansion joints using divider strips and install directly above concrete-slab expansion joints.

3.4 POURED-IN-PLACE TERRAZZO INSTALLATION

A. Pour in place and seed additional aggregates in matrix to uniformly distribute granular material and produce a surface with a minimum of 70 percent aggregate exposure. Cure and finish portland cement terrazzo according to NTMA's "Terrazzo Specifications and Design Guide" for terrazzo type indicated.

B. Grinding: Delay fine grinding until heavy trade work is complete and construction traffic through area is restricted.

3.5 PRECAST TERRAZZO INSTALLATION

A. Install precast terrazzo units using method recommended by NTMA and manufacturer unless otherwise indicated.

B. Do not install units that are chipped, cracked, discolored, or improperly finished.

C. Seal joints between units with joint sealant.

3.6 REPAIR

A. Cut out and replace terrazzo areas that evidence lack of bond with substrate or underbed, including areas that emit a "hollow" sound if tapped. Cut out terrazzo areas in panels defined by strips and replace to match adjacent terrazzo, or repair panels according to NTMA's written recommendations, as approved by Architect.

3.7 CLEANING AND PROTECTION

A. Terrazzo Cleaning:

1. Remove grinding dust from installation and adjacent areas.
2. Wash surfaces with cleaner immediately after final cleaning of terrazzo flooring according to NTMA's written recommendations and manufacturer's written instructions; rinse surfaces with water and allow them to dry thoroughly.

B. Sealing:

1. Seal surfaces according to NTMA's written recommendations.
2. Apply sealer according to sealer manufacturer's written instructions.

C. Protection: Provide final protection and maintain conditions, in a manner acceptable to Installer, that ensure that terrazzo is without damage or deterioration at time of Substantial Completion.

END OF SECTION 09490

SECTION 09910 - PAINTING

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Painting.

1.2 SUBMITTALS

A. Product Data: For each paint system specified.

B. Samples: Manufacturer's color charts showing the full range of colors available for each type of finish-coat material indicated.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Products and Manufacturers: Subject to compliance with requirements, products and manufacturers specified include, but are not limited to, the following:

1. The Sherwin-Williams Company
2. Glidden Professional

B. Other Manufacturers: Subject to compliance with requirements available manufacturers that may be incorporated into the Work include, but are not limited to, the following:

1. Benjamin Moore & Company (Moore)
2. Glidden Professional
3. PPG Industries, Inc. (PPG)

2.2 PAINT MATERIALS, GENERAL

A. Material Compatibility: Provide block fillers, primers, undercoats, and finish-coat materials that are compatible with one another and the substrates indicated under conditions of service and application, as demonstrated by manufacturer based on testing and field experience.

B. Colors: Match Architect’s samples.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine substrates, areas, and conditions, with the Applicator present, under which painting will be performed for compliance with paint application requirements.

1. Do not begin to apply paint until unsatisfactory conditions have been corrected and surfaces receiving paint are thoroughly dry.

3.2 PREPARATION

A. General: Prepare substrates in accordance with manufacturer's instructions and recommendations.

3.3 APPLICATION

A. General: Apply paint according to manufacturer's written instructions. Use applicators and techniques best suited for substrate and type of material being applied.

B. Cleanup: At the end of each workday, remove empty cans, rags, rubbish, and other discarded paint materials from the site.

C. Protect work of other trades, whether being painted or not, against damage by painting. Correct damage by cleaning, repairing or replacing, and repainting, as approved by Architect.

3.4 PAINT SCHEDULE

A. Concrete Walls and Ceilings:

1. Paint System, Application and Finish: Acrylic; provide two finish coats over primer.

a. Conditioner Coat: Loxon Concrete and Masonry Primer A24W8300; 200-300 square feet per gallon coverage rate.

b. Finish Coats: Loxon Acrylic Topcoat A24-W351; 3.7 mils DFT per coat.

B. Ferrous Metal – Primed and Unprimed:

1. Paint System, Application and Finish: Two finish coats over prime coat; semigloss finish. Pre-primed requires top finish only; prime coat damaged surfaces.

a. Primer: Pro Industrial Pro-Cryl Universal Primer; 2-4 mils DFT.
b. Finish: Fast Clad HB Acrylic Semi-Gloss; 6-8 mils DFT per coat.

END OF SECTION 09910