

**Orange County Convention Center
North South BAS Upgrade**

**December 2018
100% Construction Documents**



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ORANGE COUNTY IT STANDARDS

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SECTION 01 10 00 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:
 - 1. Work covered by the Contract Documents.
 - 2. Use of premises.
 - 3. Owner's occupancy requirements.
 - 4. Work restrictions.
 - 5. Specification formats and conventions.
- B. Related Sections include the following:
 - 1. Division 01 Section "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.3 WORK COVERED BY CONTRACT DOCUMENTS

- A. The Work consists of the following:
 - 1. The Work includes providing a complete BAS controls replacement for the North/South Building Complex.

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 work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
 - 1. Owner Occupancy: Allow for Owner occupancy of Project site and use by the public.

2. Driveways and Entrances: Keep driveways, parking areas, loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
 - a. Schedule deliveries to minimize use of driveways and entrances.
 - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- C. Use of Existing Building: Maintain existing building in a weathertight condition throughout construction period. Repair damage caused by construction operations. Protect building and its occupants during construction period.
- D. Protect all existing equipment, finishes, etc. throughout construction phase. Ensure site cleanliness is maintained

1.6 OWNER'S OCCUPANCY REQUIREMENTS

- A. Full Owner Occupancy: Owner will occupy site and existing building during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits, unless otherwise indicated.
 1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and authorities having jurisdiction.
 2. Provide not less than 72 hours' notice to Owner of activities that will affect Owner's operations.

1.7 WORK RESTRICTIONS

- A. On-Site Work Hours: Work shall be generally performed inside the existing building during normal business working hours of 8p.m. to 5 a.m., except otherwise indicated.
 1. Weekend Hours: To be coordinated with Owner as needed to keep from obstructing Owners occupancy during change out of equipment or any outage requirements.
 2. Hours for Utility Shutdowns: to be coordinated with Owners Representative with a minimum of 72 hours required for shut down.

1.8 Maintenance of Traffic (MOT)

- A. Maintenance of traffic shall be in accordance with the manual of uniform traffic control devices (latest edition and revision) and the Florida Department of Transportation roadway design standards (latest edition and revisions)
- B. Contractor shall submit a maintenance of traffic plan that is designed, signed and sealed by a professional engineer registered in the State of Florida, for review and approval 2 weeks prior to start of work. The plan shall be prepared in accordance with the manual on uniform traffic control devices and FDOT design standards (latest edition and revisions)

C. 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 3 days in advance of proposed utility interruptions.
2. Do not proceed with utility interruptions without Owner's written permission.

1.9 SPECIFICATION FORMATS AND CONVENTIONS

A. Specification Format: The Specifications are organized into Divisions and Sections using the 50-division format and CSI/CSC's "MasterFormat" numbering system.

1. Section Identification: The Specifications use Section numbers and titles to help cross-referencing in the Contract Documents. Sections in the Project Manual are in numeric sequence; however, the sequence is incomplete because all available Section numbers are not used. Consult the table of contents at the beginning of the Project Manual to determine numbers and names of Sections in the Contract Documents.
2. Division 01: Sections in Division 01 govern the execution of the Work of all Sections in the Specifications.

B. 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. Abbreviated Language: Language used in the Specifications and other Contract Documents is abbreviated. Words and meanings shall be interpreted as appropriate. Words implied, but not stated, shall be inferred as the sense requires. Singular words shall be interpreted as plural, and plural words shall be interpreted as singular where applicable as the context of the Contract Documents indicates.
2. Imperative mood and streamlined language are generally used in the Specifications. Requirements expressed in the imperative mood are to be performed by Contractor. Occasionally, the indicative or subjunctive mood may be used in the Section Text for clarity to describe responsibilities that must be fulfilled indirectly by Contractor or by others when so noted.
 - a. 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.

PART 2 - PRODUCTS (See Drawings)

PART 3 - EXECUTION (See Drawings)

END OF SECTION 01 10 00

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SECTION 01 23 00 - ALTERNATES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for alternates.

1.3 DEFINITIONS

- A. Additive: An amount proposed by bidders and stated on the Bid Form for certain work defined in the Bidding Requirements that may be added to or deducted from the Base Bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
 - 1. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.

1.4 PROCEDURES

- A. Coordination: Modify or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
 - 1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated modifications to alternates.
- C. Execute accepted alternates under the same conditions as other work of the Contract.
- D. Schedule: A Schedule of Alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

Orange County Convention Center
N/S BAS Controls Upgrade

ALTERNATES
SECTION 01 23 00

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 23 00

SECTION 01 33 00 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.
- B. Related Sections include the following:
 - 1. Division 01 Section "Closeout Procedures" for submitting warranties.
 - 2. Division 01 Section "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
 - 3. Division 01 Section "Operation and Maintenance Data" for submitting operation and maintenance manuals.
 - 4. Division 01 Section "Demonstration and Training" for submitting videotapes of demonstration of equipment and training of Owner's personnel.
 - 5. Divisions 02 through 49 Sections for specific requirements for submittals in those Sections.

1.3 DEFINITIONS

- A. Action Submittals: Written and graphic information that requires Owner's responsive action.
- B. Informational Submittals: Written information that does not require Engineer's and Owner's responsive action. Submittals may be rejected for not complying with requirements.

1.4 SUBMITTAL PROCEDURES

- A. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
 - 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 parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.
 - a. Owner and Engineer's reserve the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.

- B. Submittals Schedule: All submittals shall be received by the Owner within 14 days of notice to proceed. Submittals shall be approved prior to commencement of work.
- C. Processing Time: Allow enough time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Engineers receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
1. Initial Review: Allow 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. The Owner will advise Contractor when a submittal being processed must be delayed for coordination.
 2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
 3. Resubmittal Review: Allow 15 days for review of each resubmittal.
 4. Sequential Review: Where sequential review of submittals by Architect's consultants, Owner, or other parties is indicated, allow 21 days for initial review of each submittal.
- D. Identification: Place a permanent label or title block on each submittal for identification.
1. Indicate name of firm or entity that prepared each submittal on label or title block.
 2. Provide a space approximately 6 by 8 inches (150 by 200 mm) on label or beside title block to record Contractor's review and approval markings and action taken by Engineer.
 3. Include the following information on label for processing and recording action taken:
 - a. Project name.
 - b. Date.
 - c. Name and address of Engineer.
 - d. Name and address of Contractor.
 - e. Name and address of subcontractor.
 - f. Name and address of supplier.
 - g. Name of manufacturer.
 - h. Submittal number or other unique identifier, including revision identifier.
 - 1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 06100.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., 06100.01.A).
- E. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
1. Note date and content of previous submittal.
 2. Note date and content of revision in label or title block and clearly indicate extent of revision.
- F. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.

PART 2 - PRODUCTS

2.1 ACTION SUBMITTALS

- A. General: Prepare and submit Action Submittals required by individual Specification Sections.
- B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
 - 1. If information must be specially prepared for submittal because standard printed data are not suitable for use, submit as Shop Drawings, not as Product Data.
 - 2. Mark each copy of each submittal to show which products and options are applicable.
 - 3. Include the following information, as applicable:
 - a. Manufacturer's written recommendations.
 - b. Manufacturer's product specifications.
 - c. Manufacturer's installation instructions.
 - d. Standard color charts.
 - e. Manufacturer's catalog cuts.
 - f. Wiring diagrams showing factory-installed wiring.
 - g. Printed performance curves.
 - h. Operational range diagrams.
 - i. Mill reports.
 - j. Standard product operation and maintenance manuals.
 - k. Compliance with specified referenced standards.
 - l. Testing by recognized testing agency.
 - m. Application of testing agency labels and seals.
 - n. Notation of coordination requirements.
 - 4. Submit Product Data before or concurrent with Samples.
 - 5. Number of Copies: Submit 7 copies of Product Data, unless otherwise indicated. Engineer will return 6 copies. Mark up and retain one returned copy as a Project Record Document.
- C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
 - 1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
 - a. Dimensions.
 - b. Identification of products.
 - c. Fabrication and installation drawings.
 - d. Roughing-in and setting diagrams.
 - e. Wiring diagrams showing field-installed wiring, including power, signal, and control wiring.
 - f. Shopwork manufacturing instructions.
 - g. Templates and patterns.
 - h. Schedules.
 - i. Design calculations.

- j. Compliance with specified standards.
 - k. Notation of coordination requirements.
 - l. Notation of dimensions established by field measurement.
 - m. Relationship to adjoining construction clearly indicated.
 - n. Seal and signature of professional engineer if specified.
 - o. Wiring Diagrams: Differentiate between manufacturer-installed and field-installed wiring.
2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches (215 by 280 mm) but no larger than 30 by 40 inches (750 by 1000 mm).

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

- A. 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 Engineer.
- B. Approval Stamp: Stamp each submittal with a uniform, approval stamp.

3.2 ENGINEER'S ACTION

- A. General: Engineer will not review submittals that do not bear Contractor's approval stamp and will return them without action.
- B. Action Submittals: Engineer will review each submittal, make marks to indicate corrections or modifications required, and return it.
- C. Partial submittals are not acceptable, will be considered nonresponsive, and will be returned without review.
- D. Submittals not required by the Contract Documents may not be reviewed and may be discarded.

END OF SECTION 01 33 00

SECTION 01 40 00 - QUALITY REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This 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 Engineer or authorities having jurisdiction are not limited by provisions of this Section.
- C. Related Sections include the following:
 - 1. Division 01 Section "Cutting and Patching" for repair and restoration of construction disturbed by testing and inspecting activities.
 - 2. Divisions 02 through 49 Sections for specific test and inspection requirements.

1.3 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 Engineer.

- C. 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 industry standards.
- D. Source Quality-Control Testing: Tests and inspections that are performed at the source, i.e., plant, mill, factory, or shop.
- E. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- F. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.
- G. 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. Using a term such as "carpentry" does not imply that certain construction activities must be performed by accredited or unionized individuals of a corresponding generic name, such as "carpenter." It also does not imply that requirements specified apply exclusively to tradespeople of the corresponding generic name.

1.4 CONFLICTING REQUIREMENTS

- A. General: 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 uncertainties and 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.

1.5 SUBMITTALS

- A. Schedule of Tests and Inspections: Prepare in tabular form and include the following:
 - 1. Specification Section number and title.
 - 2. Description of test and inspection.
 - 3. Identification of applicable standards.
 - 4. Identification of test and inspection methods.
 - 5. Number of tests and inspections required.
 - 6. Time schedule or time span for tests and inspections.
 - 7. Entity responsible for performing tests and inspections.
 - 8. Requirements for obtaining samples.
 - 9. Unique characteristics of each quality-control service.

- B. Reports: Prepare and submit certified written reports that 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.
- C. 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.

1.6 QUALITY ASSURANCE

- A. General: Qualifications paragraphs in this Article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.
- B. 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.
- C. 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.
- D. 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.
- 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 to those indicated for this Project in material, design, and extent.
- F. Specialists: Certain sections of the Specifications 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. Requirement for specialists shall not supersede building codes and regulations governing the Work.
- 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 548; 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. 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.
- I. 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, mockups, and laboratory mockups; do not reuse products on Project.

1.7 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. 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. Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. 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.

1. 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.
 2. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
 3. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
 4. 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 Division 01 Section "Submittal Procedures."
- D. **Retesting/Reinspecting:** Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
- E. **Testing Agency Responsibilities:** Cooperate with Engineer and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
1. Notify Engineer 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.
- F. **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. Delivery of samples to testing agencies.

6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
 7. Security and protection for samples and for testing and inspecting equipment at Project site.
- G. 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.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 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. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible.
 2. Comply with the Contract Document requirements for Division 01 Section "Cutting and Patching."
- B. Protect construction exposed by or for quality-control service activities.
- C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 01 40 00

SECTION 01 73 29 - CUTTING AND PATCHING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes procedural requirements for cutting and patching.
- B. Related Sections include the following:
 - 1. Divisions 2 through 49 Sections for specific requirements and limitations applicable to cutting and patching individual parts of the Work.
 - 2. Division 07 Section "Penetration Firestopping" for patching fire-rated construction.

1.3 DEFINITIONS

- A. Cutting: Removal of in-place construction necessary to permit installation or performance of other Work.
- B. Patching: Fitting and repair work required to restore surfaces to original conditions after installation of other Work.

1.4 QUALITY ASSURANCE

- A. Structural Elements: Do not cut and patch structural elements in a manner that could change their load-carrying capacity or load-deflection ratio.
- B. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety.
- C. Miscellaneous Elements: Do not cut and patch miscellaneous elements or related components in a manner that could change their load-carrying capacity, that results in reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety
- D. Visual Requirements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch construction exposed on the exterior or in occupied spaces in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.

- E. Cutting and Patching Conference: Before proceeding, meet at Project site with parties involved in cutting and patching, including mechanical and electrical trades. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.

1.5 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during cutting and patching operations, by methods and with materials so as not to void existing warranties.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: Comply with requirements specified in other Sections.
- B. In-Place Materials: Use materials identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.
 - 1. If identical materials are unavailable or cannot be used, use materials that, when installed, will match the visual and functional performance of in-place materials.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine surfaces to be cut and patched and conditions under which cutting and patching are to be performed.
 - 1. Compatibility: Before patching, verify compatibility with and suitability of substrates, including compatibility with in-place finishes or primers.
 - 2. Proceed with installation only after unsafe or unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Temporary Support: Provide temporary support of Work to be cut.
- B. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- C. Adjoining Areas: Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.

- D. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to prevent interruption to occupied areas.

3.3 PERFORMANCE

- A. General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
 - 1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
 - 1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots as small as possible, neatly to size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
 - 2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
 - 3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
 - 4. Excavating and Backfilling: Comply with requirements in applicable Division 31 Sections where required by cutting and patching operations.
 - 5. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
 - 6. Proceed with patching after construction operations requiring cutting are complete.
- C. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other Work. Patch with durable seams that are as invisible as possible. Provide materials and comply with installation requirements specified in other Sections.
 - 1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate integrity of installation.
 - 2. Exposed Finishes: 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.
 - a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
 - b. Restore damaged pipe covering to its original condition.
 - 3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall

coverings and replace with new materials, if necessary, to achieve uniform color and appearance.

- a. Where patching occurs in a painted surface, apply primer and intermediate paint coats over the patch and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.
4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
 5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition.
- D. Cleaning: Clean areas and spaces where cutting and patching are performed. Completely remove paint, mortar, oils, putty, and similar materials.

END OF SECTION 01 73 29

SECTION 01 78 23 - OPERATION AND MAINTENANCE DATA

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for preparing operation and maintenance manuals, including the following:
 - 1. Operation manuals for systems, subsystems, and equipment.
 - 2. Maintenance manuals for the care and maintenance of products, materials, and finishes systems and equipment.
- B. Related Sections include the following:
 - 1. Division 01 Section "Submittal Procedures" for submitting copies of submittals for operation and maintenance manuals.
 - 2. Divisions 02 through 49 Sections for specific operation and maintenance manual requirements for the Work in those Sections.

1.3 DEFINITIONS

- A. System: An organized collection of parts, equipment, or subsystems united by regular interaction.
- B. Subsystem: A portion of a system with characteristics similar to a system.

1.4 SUBMITTALS

- A. Initial Submittal: Submit 2 draft copies of each manual at least 15 days before requesting inspection for Substantial Completion. Include a complete operation and maintenance directory. Engineer will return one copy of draft and mark when general scope and content of manual are acceptable.
- B. Final Submittal: Submit 3 copies of each manual in final form.

1.5 COORDINATION

- A. Where operation and maintenance documentation includes information on installations by more than one factory-authorized service representative, assemble and coordinate information furnished by representatives and prepare manuals.

PART 2 - PRODUCTS

2.1 MANUALS, GENERAL

- A. Organization: Unless otherwise indicated, organize each manual into a separate section for each system and subsystem, and a separate section for each piece of equipment not part of a system. Each manual shall contain the following materials, in the order listed:
1. Title page.
 2. Table of contents.
 3. Manual contents.
- B. Title Page: Enclose title page in transparent plastic sleeve. Include the following information:
1. Subject matter included in manual.
 2. Name and address of Project.
 3. Name and address of Owner.
 4. Date of submittal.
 5. Name, address, and telephone number of Contractor.
 6. Name and address of Architect.
 7. Cross-reference to related systems in other operation and maintenance manuals.
- C. Table of Contents: List each product included in manual, identified by product name, indexed to the content of the volume, and cross-referenced to Specification Section number in Project Manual.
1. If operation or maintenance documentation requires more than one volume to accommodate data, include comprehensive table of contents for all volumes in each volume of the set.
- D. Manual Contents: Organize into sets of manageable size. Arrange contents alphabetically by system, subsystem, and equipment. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.
1. Binders: Heavy-duty, 3-ring, vinyl-covered, loose-leaf binders, in thickness necessary to accommodate contents, sized to hold 8-1/2-by-11-inch (215-by-280-mm) paper; with clear plastic sleeve on spine to hold label describing contents and with pockets inside covers to hold folded oversize sheets.
 - a. If two or more binders are necessary to accommodate data of a system, organize data in each binder into groupings by subsystem and related components. Cross-reference other binders if necessary to provide essential information for proper operation or maintenance of equipment or system.
 - b. Identify each binder on front and spine, with printed title "OPERATION AND MAINTENANCE MANUAL," Project title or name, and subject matter of contents. Indicate volume number for multiple-volume sets.
 2. Dividers: Heavy-paper dividers with plastic-covered tabs for each section. Mark each tab to indicate contents. Include typed list of products and major components of

equipment included in the section on each divider, cross-referenced to Specification Section number and title of Project Manual.

3. Protective Plastic Sleeves: Transparent plastic sleeves designed to enclose diagnostic software diskettes for computerized electronic equipment.
4. Supplementary Text: Prepared on 8-1/2-by-11-inch (215-by-280-mm) white bond paper.
5. Drawings: Attach reinforced, punched binder tabs on drawings and bind with text.
 - a. If oversize drawings are necessary, fold drawings to same size as text pages and use as foldouts.
 - b. If drawings are too large to be used as foldouts, fold and place drawings in labeled envelopes and bind envelopes in rear of manual. At appropriate locations in manual, insert typewritten pages indicating drawing titles, descriptions of contents, and drawing locations.
 - c. Provide 11x17 control drawings on each control panel corresponding to the controller in it.

2.2 OPERATION MANUALS

- A. Content: In addition to requirements in this Section, include operation data required in individual Specification Sections and the following information:
 1. System, subsystem, and equipment descriptions.
 2. Performance and design criteria if Contractor is delegated design responsibility.
 3. Operating standards.
 4. Operating procedures.
 5. Operating logs.
 6. Wiring diagrams.
 7. Control diagrams.
 8. Piped system diagrams.
 9. Precautions against improper use.
 10. License requirements including inspection and renewal dates.
- B. Descriptions: Include the following:
 1. Product name and model number.
 2. Manufacturer's name.
 3. Equipment identification with serial number of each component.
 4. Equipment function.
 5. Operating characteristics.
 6. Limiting conditions.
 7. Performance curves.
 8. Engineering data and tests.
 9. Complete nomenclature and number of replacement parts.
- C. Operating Procedures: Include the following, as applicable:
 1. Startup procedures.
 2. Equipment or system break-in procedures.
 3. Routine and normal operating instructions.
 4. Regulation and control procedures.

5. Instructions on stopping.
 6. Normal shutdown instructions.
 7. Seasonal and weekend operating instructions.
 8. Required sequences for electric or electronic systems.
 9. Special operating instructions and procedures.
- D. Systems and Equipment Controls: Describe the sequence of operation, and diagram controls as installed.
- E. Piped Systems: Diagram piping as installed, and identify color-coding where required for identification.

2.3 PRODUCT MAINTENANCE MANUAL

- A. Content: Organize manual into a separate section for each product, material, and finish. Include source information, product information, maintenance procedures, repair materials and sources, and warranties and bonds, as described below.
- B. Source Information: List each product included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual.
- C. Product Information: Include the following, as applicable:
1. Product name and model number.
 2. Manufacturer's name.
 3. Color, pattern, and texture.
 4. Material and chemical composition.
 5. Reordering information for specially manufactured products.
- D. Maintenance Procedures: Include manufacturer's written recommendations and the following:
1. Inspection procedures.
 2. Types of cleaning agents to be used and methods of cleaning.
 3. List of cleaning agents and methods of cleaning detrimental to product.
 4. Schedule for routine cleaning and maintenance.
 5. Repair instructions.
- E. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.
- F. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
1. Include procedures to follow and required notifications for warranty claims.

2.4 SYSTEMS AND EQUIPMENT MAINTENANCE MANUAL

- A. Content: For each system, subsystem, and piece of equipment not part of a system, include source information, manufacturers' maintenance documentation, maintenance procedures, maintenance and service schedules, spare parts list and source information, maintenance service contracts, and warranty and bond information, as described below.
- B. Source Information: List each system, subsystem, and piece of equipment included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual.
- C. Manufacturers' Maintenance Documentation: Manufacturers' maintenance documentation including the following information for each component part or piece of equipment:
 - 1. Standard printed maintenance instructions and bulletins.
 - 2. Drawings, diagrams, and instructions required for maintenance, including disassembly and component removal, replacement, and assembly.
 - 3. Identification and nomenclature of parts and components.
 - 4. List of items recommended to be stocked as spare parts.
- D. Maintenance Procedures: Include the following information and items that detail essential maintenance procedures:
 - 1. Test and inspection instructions.
 - 2. Troubleshooting guide.
 - 3. Precautions against improper maintenance.
 - 4. Disassembly; component removal, repair, and replacement; and reassembly instructions.
 - 5. Aligning, adjusting, and checking instructions.
 - 6. Demonstration and training videotape, if available.
- E. Maintenance and Service Schedules: Include service and lubrication requirements, list of required lubricants for equipment, and separate schedules for preventive and routine maintenance and service with standard time allotment.
 - 1. Scheduled Maintenance and Service: Tabulate actions for daily, weekly, monthly, quarterly, semiannual, and annual frequencies.
 - 2. Maintenance and Service Record: Include manufacturers' forms for recording maintenance.
- F. Spare Parts List and Source Information: Include lists of replacement and repair parts, with parts identified and cross-referenced to manufacturers' maintenance documentation and local sources of maintenance materials and related services.
- G. Maintenance Service Contracts: Include copies of maintenance agreements with name and telephone number of service agent.
- H. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
 - 1. Include procedures to follow and required notifications for warranty claims.

PART 3 - EXECUTION

3.1 MANUAL PREPARATION

- A. Product Maintenance Manual: Assemble a complete set of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.
- B. Operation and Maintenance Manuals: Assemble a complete set of operation and maintenance data indicating operation and maintenance of each system, subsystem, and piece of equipment not part of a system.
 - 1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
 - 2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.
- C. Manufacturers' Data: Where manuals contain manufacturers' standard printed data, include only sheets pertinent to product or component installed. Mark each sheet to identify each product or component incorporated into the Work. If data include more than one item in a tabular format, identify each item using appropriate references from the Contract Documents. Identify data applicable to the Work and delete references to information not applicable.
 - 1. Prepare supplementary text if manufacturers' standard printed data are not available and where the information is necessary for proper operation and maintenance of equipment or systems.
- D. Drawings: Prepare drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these drawings with information contained in Record Drawings to ensure correct illustration of completed installation.
 - 1. Do not use original Project Record Documents as part of operation and maintenance manuals.
 - 2. Comply with requirements of newly prepared Record Drawings in Division 01 Section "Project Record Documents."
- E. Comply with Division 01 Section "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

END OF SECTION 01 78 23

SECTION 01 78 39 - PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for Project Record Documents, including the following:
 - 1. Record Drawings.
 - 2. Record Product Data.
- B. Related Sections include the following:
 - 1. Division 01 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
 - 2. Divisions 02 through 49 Sections for specific requirements for Project Record Documents of the Work in those Sections.

1.3 SUBMITTALS

- A. Record Drawings: Comply with the following:
 - 1. Number of Copies: Submit one set(s) of marked-up Record Prints.
 - 2. Number of Copies: Submit copies of Record Drawings as follows:
 - a. Initial Submittal: Submit one set(s) of plots from corrected Record CAD Drawings and one set(s) of marked-up Record Prints. Engineer will initial and date each plot and mark whether general scope of changes, additional information recorded, and quality of drafting are acceptable. Engineer will return plots and prints for organizing into sets, printing, binding, and final submittal.
 - b. Final Submittal: Submit one set(s) of marked-up Record Prints. Print each Drawing, whether or not changes and additional information were recorded.
- B. Record Product Data: Submit one copy of each Product Data submittal.
 - 1. Where Record Product Data is required as part of operation and maintenance manuals, submit marked-up Product Data as an insert in manual instead of submittal as Record Product Data.

PART 2 - PRODUCTS

2.1 RECORD DRAWINGS

- A. Record Prints: Maintain one set of blue- or black-line white prints of the Contract Drawings and Shop Drawings.
1. Preparation: Mark Record Prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to prepare the marked-up Record Prints.
 - a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
 - b. Accurately record information in an understandable drawing technique.
 - c. Record data as soon as possible after obtaining it. Record and check the markup before enclosing concealed installations.
 2. Content: Types of items requiring marking include, but are not limited to, the following:
 - a. Dimensional changes to Drawings.
 - b. Revisions to details shown on Drawings.
 - c. Depths of foundations below first floor.
 - d. Locations and depths of underground utilities.
 - e. Revisions to routing of piping and conduits.
 - f. Revisions to electrical circuitry.
 - g. Actual equipment locations.
 - h. Duct size and routing.
 - i. Locations of concealed internal utilities.
 - j. Changes made by Change Order.
 - k. Changes made following Engineer's written orders.
 - l. Details not on the original Contract Drawings.
 - m. Field records for variable and concealed conditions.
 - n. Record information on the Work that is shown only schematically.
 3. Mark the Contract Drawings or Shop Drawings, whichever is most capable of showing actual physical conditions, completely and accurately. If Shop Drawings are marked, show cross-reference on the Contract Drawings.
 4. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.
 5. Mark important additional information that was either shown schematically or omitted from original Drawings.
 6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.
- B. Format: Identify and date each Record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
1. Record Prints: Organize Record Prints into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.

2.2 RECORD PRODUCT DATA

- A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.
 - 1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.

2.3 MISCELLANEOUS RECORD SUBMITTALS

- A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.

PART 3 - EXECUTION

3.1 RECORDING AND MAINTENANCE

- A. Recording: Maintain one copy of each submittal during the construction period for Project Record Document purposes. Post changes and modifications to Project Record Documents as they occur; do not wait until the end of Project.
- B. Maintenance of Record Documents and Samples: Store Record Documents and Samples in the field office apart from the Contract Documents used for construction. Do not use Project Record Documents for construction purposes. Maintain Record Documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to Project Record Documents for Engineer's reference during normal working hours.

END OF SECTION 01 78 39

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SECTION 01 91 13 - GENERAL COMMISSIONING REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Retain or delete this article in all Sections of Project Manual.
- B. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.
- C. OPR and BoD documentation are included by reference for information only.

1.2 SUMMARY

- A. Section includes general requirements that apply to implementation of commissioning without regard to specific systems, assemblies, or components.
- B. Related Sections:
 - 1. Section 23 08 00 "Commissioning of HVAC" for commissioning process activities for HVAC&R systems, assemblies, equipment, and components.

1.3 DEFINITIONS

- A. BoD: Basis of Design. A document that records concepts, calculations, decisions, and product selections used to meet the OPR and to satisfy applicable regulatory requirements, standards, and guidelines. The document includes both narrative descriptions and lists of individual items that support the design process.
- B. Commissioning Plan: A document that outlines the organization, schedule, allocation of resources, and documentation requirements of the commissioning process.
- C. CxA: Commissioning Authority.
- D. OPR: Owner's Project Requirements. A document that details the functional requirements of a project and the expectations of how it will be used and operated. These include Project goals, measurable performance criteria, cost considerations, benchmarks, success criteria, and supporting information.
- E. Systems, Subsystems, Equipment, and Components: Where these terms are used together or separately, they shall mean "as-built" systems, subsystems, equipment, and components.

1.4 COMMISSIONING TEAM

- A. Members Appointed by Contractor(s): Individuals, each having the authority to act on behalf of the entity he or she represents, explicitly organized to implement the commissioning process through coordinated action. The commissioning team shall consist of, but not be limited to, representatives of General, Mechanical, Test& Balance, and Controls Contractor, including Project superintendent and subcontractors, installers, suppliers, and specialists deemed appropriate by the CxA.
- B. Members Appointed by Owner:
 - 1. CxA: The designated person, company, or entity that plans, schedules, and coordinates the commissioning team to implement the commissioning process. Owner will engage the CxA under a separate contract.
 - 2. Representatives of the facility user and operation and maintenance personnel.
 - 3. Architect and engineering design professionals.

1.5 OWNER'S RESPONSIBILITIES

- A. Provide the OPR documentation to the CxA and General Contractor for information and use.
- B. Assign operation and maintenance personnel and schedule them to participate in commissioning team activities.
- C. Provide the BoD documentation, prepared by Architect and approved by Owner, to the CxA and General Contractor for use in developing the commissioning plan, systems manual, and operation and maintenance training plan.

1.6 CONTRACTOR'S RESPONSIBILITIES

- A. Contractor shall assign representatives with expertise and authority to act on its behalf and shall schedule them to participate in and perform commissioning process activities including, but not limited to, the following:
 - 1. Evaluate performance deficiencies identified in test reports and, in collaboration with entity responsible for system and equipment installation, recommend corrective action.
 - 2. Cooperate with the CxA for resolution of issues recorded in the Issues Log.
 - 3. Attend commissioning team meetings held on a as needed basis.
 - 4. Integrate and coordinate commissioning process activities with construction schedule.
 - 5. Review and accept construction checklists provided by the CxA.
 - 6. Complete construction checklists as Work is completed and provide to the Commissioning Authority on a weekly basis.
 - 7. Review and accept commissioning process test procedures provided by the Commissioning Authority.
 - 8. Complete commissioning process test procedures.

1.7 CxA'S RESPONSIBILITIES

- A. Organize and lead the commissioning team.
- B. Provide commissioning plan.
- C. Convene commissioning team meetings.
- D. Provide Project-specific construction checklists and commissioning process test procedures.
- E. Verify the execution of commissioning process activities using random sampling. The sampling rate may vary from 1 to 100 percent. Verification will include, but is not limited to, equipment submittals, construction checklists, training, operating and maintenance data, tests, and test reports to verify compliance with the OPR. When a random sample does not meet the requirement, the CxA will report the failure in the Issues Log.
- F. Prepare and maintain the Issues Log.
- G. Prepare and maintain completed construction checklist log.
- H. Witness systems, assemblies, equipment, and component startup.
- I. Compile test data, inspection reports, and certificates; include them in the systems manual and commissioning process report.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 91 13

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SECTION 07 84 00 - PENETRATION FIRESTOPPING

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. This Section includes firestop systems for penetrations through fire-resistance-rated constructions, including both empty openings and openings containing penetrating items.

1.3 PERFORMANCE REQUIREMENTS

- A. General: For penetrations through fire-resistance-rated constructions, including both empty openings and openings containing penetrating items, provide firestop systems that are produced and installed to resist spread of fire according to requirements indicated, resist passage of smoke and other gases, and maintain original fire-resistance rating of construction penetrated.
 - 1. Fire-resistance-rated walls including fire walls, fire partitions, fire barriers and smoke barriers.
 - 2. Fire-resistance-rated horizontal assemblies including floors and floor/ceiling assemblies.
- B. Rated Systems: Provide firestop systems with the following ratings determined per ASTM E 814 or UL 1479:
 - 1. F-Rated Systems: Provide firestop systems with F-ratings indicated, but not less than that equaling or exceeding fire-resistance rating of constructions penetrated.
 - 2. T-Rated Systems: For the following conditions, provide firestop systems with T-ratings indicated, as well as F-ratings, where systems protect penetrating items exposed to potential contact with adjacent materials in occupiable floor areas:
 - a. Penetrations located outside wall cavities.
 - b. Penetrations located outside fire-resistance-rated shaft enclosures.
- C. For firestop systems exposed to view, traffic, moisture, and physical damage, provide products that, after curing, do not deteriorate when exposed to these conditions both during and after construction.
 - 1. For floor penetrations with annular spaces exceeding 4 inches (100 mm) in width and exposed to possible loading and traffic, provide firestop systems capable of supporting floor loads involved, either by installing floor plates or by other means.
 - 2. For penetrations involving insulated piping, provide firestop systems not requiring removal of insulation.

- D. For firestop systems exposed to view, provide products with flame-spread and smoke-developed indexes of less than 25 and 450, respectively, as determined per ASTM E 84.

1.4 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: For each firestop system, show each type of construction condition penetrated, relationships to adjoining construction, and type of penetrating item. Include firestop design designation of qualified testing and inspecting agency that evidences compliance with requirements for each condition indicated.
 - 1. Submit documentation, including illustrations, from a qualified testing and inspecting agency that is applicable to each firestop system configuration for construction and penetrating items.
 - 2. Where Project conditions require modification to a qualified testing and inspecting agency's illustration for a particular firestop condition, submit illustration, with modifications marked, approved by firestop system manufacturer's fire-protection engineer as an engineering judgment or equivalent fire-resistance-rated assembly.
- C. Firestop System Schedule: Indicate locations of each firestop system, along with the following information:
 - 1. Types of penetrating items.
 - 2. Types of constructions penetrated, including fire-resistance ratings and, where applicable, thicknesses of construction penetrated.
 - 3. firestop systems for each location identified by firestop design designation of qualified testing and inspecting agency.
- D. Qualification Data: For Installer.
- E. Product Certificates: For firestop system products, signed by product manufacturer.
- F. Product Test Reports: From a qualified testing agency indicating firestop system complies with requirements, based on comprehensive testing of current products.
- G. Field Quality-Control Inspection Reports. For firestops and smoke seals installed by Non-FMG Approved Installer.
- H. Other Informational Submittals.
 - a. Inspection Report(s) for Existing Building(s): Include inspection report(s) of the existing building(s), and instructions for the repair or replacement of any existing firestop and smoke seal systems.

1.5 QUALITY ASSURANCE

- A. Installer Qualifications: A firm that has been approved by FMG according to FMG 4991, "Approval of Firestop Contractors."

1. As an alternate to utilizing an FMG Approved installer, Contractor may utilize a non-FMG Approved installer under the following conditions:
 - a. Field inspection of installed firestop and smoke seal systems is undertaken in accordance with Article titled "Field Quality Control" at Contractor's expense.
 - b. Non-FMG Approved Installer Qualifications: A firm experienced in installing firestop and smoke seal systems similar in material, design, and extent to that indicated, whose work has resulted in construction with a record of successful performance. Qualifications include having the necessary experience, staff, and training to install manufacturer's products per specified requirements. Manufacturer's willingness to sell its firestop and smoke seal system products to Contractor or to Installer engaged by Contractor does not in itself confer qualification on buyer.
- B. Installation Responsibility: Assign installation of firestop systems and fire-resistive joint systems in Project to a single qualified installer.
- C. Source Limitations: Obtain firestop systems, for each kind of penetration and construction condition indicated, through one source from a single manufacturer.
- D. Fire-Test-Response Characteristics: Provide firestop systems that comply with the following requirements and those specified in Part 1 "Performance Requirements" Article:
 1. Firestopping tests are performed by a qualified testing and inspecting agency. A qualified testing and inspecting agency is UL, or another agency performing testing and follow-up inspection services for firestop systems acceptable to authorities having jurisdiction.
 2. firestop systems are identical to those tested per testing standard referenced in "Part 1 Performance Requirements" Article. Provide rated systems complying with the following requirements:
 - a. firestop system products bear classification marking of qualified testing and inspecting agency.
 - b. firestop systems correspond to those indicated by reference to firestop system designations listed by the following:
 - 1) UL in its "Fire Resistance Directory."

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver firestop system products to Project site in original, unopened containers or packages with intact and legible manufacturers' labels identifying product and manufacturer, date of manufacture, lot number, shelf life if applicable, qualified testing and inspecting agency's classification marking applicable to Project, curing time, and mixing instructions for multicomponent materials.
- B. Store and handle materials for firestop systems to prevent their deterioration or damage due to moisture, temperature changes, contaminants, or other causes.

1.7 PROJECT CONDITIONS

- A. Environmental Limitations: Do not install firestop systems when ambient or substrate temperatures are outside limits permitted by firestop system manufacturers or when substrates are wet due to rain, frost, condensation, or other causes.
- B. Ventilate firestop systems per manufacturer's written instructions by natural means or, where this is inadequate, forced-air circulation.

1.8 COORDINATION

- A. Coordinate construction of openings and penetrating items to ensure that firestop systems are installed according to specified requirements.
- B. Coordinate sizing of sleeves, openings, core-drilled holes, or cut openings to accommodate firestop systems.
- C. Notify inspecting agency at least seven days in advance of firestop system installations; confirm dates and times on days preceding each series of installations.
- D. Do not cover up firestop system installations that will become concealed behind other construction until each installation has been examined by inspecting agency and building inspector, if required by authorities having jurisdiction.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Products: Subject to compliance with requirements, provide one of the firestop systems indicated for each application in the Firestop System Schedule at the end of Part 3. that are produced by one of the following manufacturers:
 - 1. Hilti, Inc.
 - 2. RectorSeal Corporation (The).
 - 3. Specified Technologies Inc.
 - 4. 3M; Fire Protection Products Division.

2.2 FIRESTOPPING, GENERAL

- A. Compatibility: Provide firestop systems that are compatible with one another; with the substrates forming openings; and with the items, if any, penetrating firestop systems, under conditions of service and application, as demonstrated by firestop system manufacturer based on testing and field experience.
- B. Identification Labels: Provide permanent, preprinted identification labels for firestop and smoke-seal systems as follows:
 - 1. Size: Minimum 2 inch by 3 inch.

2. Materials: One of the following:
 - a. Plastic Labels: Self-adhering type with adhesives capable of permanently bonding labels to surfaces on which labels are placed and, in combination with label material, will result in partial destruction of label if removal is attempted.
 - b. Metal Labels: Secure with mechanical fasteners.
3. Information: Include the following on identification labels:
 - a. System identification, including:
 - 1) For penetration firestops, the words "Rated Penetration Firestop System - Do Not Disturb".
 - 2) For joint firestops, the words "Rated Joint Firestop System - Do Not Disturb".
 - 3) For smoke seals, the words "Smoke Seal System - Do Not Disturb".
 - 4) For all, the additional words "Notify OCPS Maintenance of any damage".
 - 5) System designation of qualified testing and inspecting agency, and name of qualified testing and inspecting agency.
 - 6) System manufacturer's name.
 - b. Contractor identification, including:
 - 1) Contractor's name, address, and phone number.
 - 2) Installer's name, address, and phone number.
 - 3) Date of installation.

C. Accessories: Provide components for each firestop system that are needed to install fill materials and to comply with Part 1 "Performance Requirements" Article. Use only components specified by firestop system manufacturer and approved by qualified testing and inspecting agency for firestop systems indicated. Accessories include, but are not limited to, the following items:

1. Permanent forming/damming/backing materials, including the following:
 - a. Slag-/rock-wool-fiber insulation.
 - b. Sealants used in combination with other forming/damming/backing materials to prevent leakage of fill materials in liquid state.
 - c. Fire-rated form board.
 - d. Fillers for sealants.
2. Temporary forming materials.
3. Substrate primers.
4. Collars.
5. Steel sleeves.

2.3 FILL MATERIALS

A. Ceramic-Fiber Mastic Coatings and Sealants: Single-component formulations of ceramic fibers and inorganic binders.

- B. Endothermic Latex Compound Sealants: Single-component, endothermic, latex formulations that after cure do not re-emulsify during exposure to moisture.
- C. Intumescent Latex Mastic Sealants: Single-component, intumescent, latex formulations that after cure do not re-emulsify during exposure to moisture.
- D. Intumescent Composite Sheets: Rigid panels consisting of aluminum-foil-faced elastomeric sheet bonded to galvanized steel sheet.
- E. Intumescent Polyurethane Foam: Sponge-like polyurethane material, containing no fibers, solvents, or Halogens.
- F. Intumescent Putties: Nonhardening dielectric, water-resistant putties containing no solvents, inorganic fibers, or silicone compounds.
- G. Intumescent Wrap Strips: Flexible elastomeric strips. Designed for use in conjunction with a restricting collar.
 - 1. Collars: Factory-manufactured metal restricting collars for housing an intumescent insert with a radial extended flange for fastening to substrate.
- H. Mortars: Prepackaged dry mixes consisting of a blend of inorganic binders, hydraulic cement, fillers, and lightweight aggregate formulated for mixing with water at Project site to form a nonshrinking, homogeneous mortar.
- I. Pillows/Bags: Reusable heat-expanding pillows/bags consisting of glass-fiber cloth or plastic cases filled with a combination of mineral-fiber, water-insoluble expansion agents, and fire-retardant additives.
- J. Silicone Sealants: Single-component, silicone-based, neutral-curing elastomeric sealants of grade indicated below:
 - 1. Grade: Pourable (self-leveling) formulation for openings in floors and other horizontal surfaces, and nonsag formulation for openings in vertical and other surfaces requiring a nonslumping, gunnable sealant, unless indicated firestop system limits use to nonsag grade for both opening conditions.
- K. Firestop Devices: Factory-assembled devices sized to fit specific penetrants.
 - 1. Steel pathway and wall plate lined with intumescent material that adjusts automatically to cable additions or subtractions, allowing for 0 to 100-percent visual fill of conductors.
 - 2. Metallic sleeve lined with an intumescent strip, a radial extended flange on one end of the sleeve for fastening to concrete formwork and casting in-place, and a neoprene gasket.

2.4 MIXING

- A. For those products requiring mixing before application, comply with firestop system manufacturer's written instructions for accurate proportioning of materials, water (if required), type of mixing equipment, selection of mixer speeds, mixing containers, mixing time, and other

items or procedures needed to produce products of uniform quality with optimum performance characteristics for application indicated.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates and conditions, with Installer present, for compliance with requirements for opening configurations, penetrating items, substrates, and other conditions affecting performance of work.
 - 1. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Surface Cleaning: Clean out openings immediately before installing firestop systems to comply with firestop system manufacturer's written instructions and with the following requirements:
 - 1. Remove from surfaces of opening substrates and from penetrating items foreign materials that could interfere with adhesion of firestop systems.
 - 2. Clean opening substrates and penetrating items to produce clean, sound surfaces capable of developing optimum bond with firestop systems. Remove loose particles remaining from cleaning operation.
 - 3. Remove laitance and form-release agents from concrete.
- B. Priming: Prime substrates where recommended in writing by firestop system manufacturer using that manufacturer's recommended products and methods. Confine primers to areas of bond; do not allow spillage and migration onto exposed surfaces.
- C. Masking Tape: Use masking tape to prevent firestop systems from contacting adjoining surfaces that will remain exposed on completion of Work and that would otherwise be permanently stained or damaged by such contact or by cleaning methods used to remove smears from firestop system materials. Remove tape as soon as possible without disturbing firestop system's seal with substrates.

3.3 FIRESTOP SYSTEM INSTALLATION

- A. General: Install firestop systems to comply with Part 1 "Performance Requirements" Article and with firestop system manufacturer's written installation instructions and published drawings for products and applications indicated.
- B. Install forming/damming/backing materials and other accessories of types required to support fill materials during their application and in the position needed to produce cross-sectional shapes and depths required to achieve fire ratings indicated.

1. After installing fill materials and allowing them to fully cure, remove combustible forming materials and other accessories not indicated as permanent components of firestop systems.
- C. Install fill materials for firestop systems by proven techniques to produce the following results:
 1. Fill voids and cavities formed by openings, forming materials, accessories, and penetrating items as required to achieve fire-resistance ratings indicated.
 2. Apply materials so they contact and adhere to substrates formed by openings and penetrating items.
 3. For fill materials that will remain exposed after completing Work, finish to produce smooth, uniform surfaces that are flush with adjoining finishes.

3.4 CLEANING AND PROTECTING

- A. Clean off excess fill materials adjacent to openings as Work progresses by methods and with cleaning materials that are approved in writing by firestop system manufacturers and that do not damage materials in which openings occur.
- B. Provide final protection and maintain conditions during and after installation that ensure that firestop systems are without damage or deterioration at time of Substantial Completion. If, despite such protection, damage or deterioration occurs, cut out and remove damaged or deteriorated firestop systems immediately and install new materials to produce systems complying with specified requirements.

3.5 FIRESTOP SYSTEM SCHEDULE

- A. Where UL-classified systems are indicated, they refer to alpha-alpha-numeric designations listed in UL's "Fire Resistance Directory" under product Category XHEZ.
- B. Firestop Systems for Metallic Pipes, Conduit, or Tubing:
 1. UL-Classified Systems:
 - a. CMU: CAJ1001, CAJ1003, CAJ1011, CAJ1016, CAJ1031, CAJ1032, CAJ1044, CAJ1052, CAJ1079, CAJ1140, CAJ1176, CAJ1205, CAJ1213, CAJ1224, CAJ1226, CAJ1234, CAJ1235, CAJ1242, CAJ1262.
 - b. GWB: WL1001, WL1015, WL1017, WL1029, WL1030, WL1031, WL1046, WL1049, WL1054, WL1085, WL1089, WL1090, WL1091, WL1095, WL1105, WL1113, WL1115, WL1127.
- C. Firestop Systems for Electrical Cables:
 1. UL-Classified Systems:
 - a. CMU: CAJ3003, CAJ3008, CAJ3016, CAJ3030, CAJ3035, CAJ3043, CAJ3083, CAJ3089, CAJ3093, CAJ3095, CAJ3103, CAJ3123, CAJ3124, CAJ3128, CAJ3214, CBJ3003, FA3015, WJ3030, WJ3052, WJ3098.
 - b. GWB: WL3005, WL3011, WL3025, WL3026, WL3030, WL3032, WL3060, WL3064, WL3065, WL3072, WL3076, WL3106, WL3218, WL3220, WL3223.

3.6 FIELD QUALITY CONTROL

- A. Field Testing: Field quality control testing is only required for firestops and smoke seals installed by Non-FMG Approved Installer.
1. Inspecting Agency: Engage a qualified, independent inspecting agency to inspect firestop and smoke seal systems. Independent inspecting agency shall comply with the following requirements, including those related to qualifications, conducting inspections, and preparing test reports.
 - a. ASTM E 2174 "Standard Practice for On-Site Inspection of Installed Fire Stops".
 - b. ASTM E 2393 "Standard Practice for On-Site Inspection of Installed Fire Resistive Joint Systems and Perimeter Fire Barriers".
 2. Inspection Services: Inspecting of completed firestop and smoke seal system installations shall take place in successive stages as installation of firestop and smoke seal systems proceeds. Do not proceed with installation of firestop and smoke seal systems for the next area until inspecting agency determines completed work shows compliance with requirements.
 - a. Report results in writing.
 - b. Inspecting agency shall state in each report whether inspected firestop and smoke seal systems comply with or deviate from requirements.
 3. Remove and replace firestop and smoke seal systems where inspections indicate that they do not comply with specified requirements.
 4. Additional inspecting, at Contractor's expense, will be performed to determine compliance of replaced or additional work with specified requirements.
 5. Proceed with enclosing firestop and smoke seal systems with other construction only after inspection reports are issued and firestop and smoke seal installations comply with requirements.

END OF SECTION 07 84 00

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SECTION 230500 - COMMON WORK RESULTS FOR MECHANICAL

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. Mechanical equipment coordination and installation.
 - 2. Common mechanical installation requirements.
 - 3. Commissioning requirements.

1.3 GENERAL REQUIREMENTS

- A. Carefully examine General Conditions, other specification sections, and other drawings (in addition to DIVISION 23), in order to be fully acquainted with their effect on mechanical work. Additions to the contract cost will not be allowed due to failure to inspect existing conditions.
- B. Do all work in compliance with 2010 Florida Building Code, and the Codes adopted therein, 2010 Florida Fire Prevention Code. Obtain and pay for any and all required permits, inspections, certificates of inspections and approval, and the like, and deliver such certificates to the Architect/Engineer.
- C. Cooperate and coordinate with all other trades. Perform work in such manner and at such times as not to delay work of other trades. Complete all work as soon as the condition of the structure and installations of equipment will permit. Patch, in a satisfactory manner and by the proper craft, any work damaged by mechanical workmen.
- D. Furnish, perform, or otherwise provide all labor (including, but not limited to, all planning, purchasing, transporting, rigging, hoisting, storing, installing, testing, chasing, channeling, cutting, trenching, excavating and backfilling), coordination, field verification, equipment installation, support, and safety, supplies, and materials necessary for the correct installation of complete and functional mechanical systems (as described or implied by these specifications and the applicable drawings).

1.4 DRAWINGS:

- A. Indicate only diagrammatically the extent, general character, and approximate location of work. Where work is indicated, but with minor details omitted, furnish and install it complete and so as to perform its intended functions.

- B. DIVISION 23 work called for under any section of the project specifications, shall be considered as included in this work unless specifically excluded by inclusion in some other branch of the work. This shall include roughing-in for connections and equipment as called for or inferred. This would include connection and ductwork required for all fans, hoods, dryers, diffusers etc as required for a functional installation, whether shown on the drawings or not. Check all drawings and specifications for the project and shall be responsible for the installation of all DIVISION 23 work.
- C. Take finish dimensions at the job site in preference to scale dimensions. Do not scale drawings where specific details and dimensions for DIVISION 23 work are not shown on the drawings, take measurements and make layouts as required for the proper installation of the work and coordination with all drawings and coordination with all other work on the project. In case of any discrepancies between the drawings and the specifications that have not been clarified by addendum prior to bidding, it shall be assumed by the signing of the contract that the higher cost (if any difference in costs) is included in the contract price, and perform the work in accordance with the drawings or with the specifications, as determined and approved by the Architect/Engineer, and no additional costs shall be allowed to the base contract price.
- D. Carefully check the drawings and specifications of all trades and divisions before installing any of the work. Contractor shall in all cases consider the work of all other trades, and shall coordinate his work with them so that the best arrangements of all equipment, piping, conduit, ducts, rough-in, etc., can be obtained. The avoidance of any beams, joist or bracing that is an obstruction to ductwork, shall be included in the bid. This includes the reroute of ductwork or dimension revisions required to obtain the intended function of the ductwork. Bring all obstructions to the attention of the A/E during the shop drawing preparation and prior to fabrication of any ductwork. No cost will be paid by the owner for these modifications that can be identified by reviewing all sets of drawings prior to bid.
- E. Provide appropriately rated fire dampers or fire/smoke dampers as required by code at penetrations of fire rated or smoke rated walls by all duct work including but not limited to air supply, return, exhaust and ventilation ducts. These shall be provided at no additional cost whether shown on the drawings or not.
- F. Provide louvers in generator rooms for the generator whether shown or not. Louver shall be sized for appropriate combustion and cooling required per the manufacturers literature. Include all exhaust piping to take exhaust from muffler to the building exterior and fuel vent to the exterior whether shown or not.
- G. Coordinate mechanical equipment voltage requirements with electrical drawings. Notify the A/E of any discrepancies prior to bid. Make all revisions required to coordinate with no additional cost to the owner.
- H. Obtain manufacturer's data on all equipment, the dimensions of which may affect mechanical work. Use this data to coordinate proper service characteristics, entry locations, etc., and to ensure minimum clearances are maintained.
- I. Protect all existing equipment, finishes, etc. throughout construction phase. Ensure site cleanliness is maintained

1.5 QUALIFICATIONS OF CONTRACTOR:

- A. Contractor performing any part of this scope of work shall be a Florida State Certified Mechanical Contractor (Type CMC)
- B. Provide field superintendent who has had a minimum of four (4) years previous successful experience on projects of comparable size and complexity. Superintendent shall be on the site at all times during construction.

1.6 SITE VISIT/CONDITIONS

- A. Visit the site of this contract and thoroughly familiarize with all existing field conditions and the proposed work as described or implied by the contract documents. During the course of his site visit, verify every aspect of the proposed work and the existing field conditions in the areas of construction which might affect his work. No compensation or reimbursement for additional expenses incurred due to failure or neglect to make a thorough investigation of the contract documents and the existing site conditions will be permitted.
- B. Install all equipment so that all Code required and Manufacturer recommended servicing clearances are maintained. Coordinate the proper arrangement and installation of all equipment within any designated space. If it is determined that a departure from the Contract Documents is necessary, submit to the A/E, for approval, detailed drawings of the proposed changes with written reasons for the changes. No changes shall be implemented without the approval of the engineer.
- C. Submission of a proposal will be construed as evidence that such examination has been made and later claims for labor, equipment or materials required because of difficulties encountered will not be recognized.
- D. Existing conditions and utilities indicated are taken from existing construction documents, surveys, and field investigations. Unforeseen conditions probably exist and existing conditions shown on drawings may differ from the actual existing installation with the result being that new work may not be field located exactly as shown on the drawings. Field verify dimensions of all site conditions prior to bidding and include any deviations in the contract. Notify A/E if deviations are found.
- E. All existing mechanical is not shown. Become familiar with all existing conditions prior to bidding, and include in the bid the removal of all mechanical equipment, duct, controls wiring, control devices, and control conduits, etc. that is not being reused, back to it's originating point.
- F. Locate all existing utilities and protect them from damage. Pay for repair or replacement of utilities or other property damaged by operations in conjunction with the completion of this work.
- G. Work is in connection with existing buildings which must remain in operation while work is being performed. Work shall be in accord with the schedule required by the Contract. Schedule work for a minimum shut down to Owner. Notify Owner 72 hours in advance of any shut-down of existing systems. Perform work during non-operating hours unless otherwise accepted by Owner. Protect existing buildings and equipment during construction.

1.7 COMMISSIONING RESPONSIBILITIES

- A. Attend commissioning meetings scheduled by the CM.
- B. Schedule work so that required mechanical installations are completed, and system verification checks and functional performance test can be carried out on schedule.
- C. Inspect, check and confirm in writing the proper installation and performance of all mechanical services as required by the system verification and functional performance testing requirements of mechanical equipment in the commissioning specifications.
- D. Provide qualified personnel to assist and operate mechanical system during system verification checks and functional performance testing of HVAC systems as required by the commissioning specifications.
- E. Provide instruction and demonstrations for the Owner's designated operating staff in accordance with the requirements of the commissioning specifications.

PART 2 - PRODUCTS - NOT USED

PART 3 - EXECUTION

3.1 COMMON REQUIREMENTS FOR MECHANICAL INSTALLATION

- A. Measure indicated mounting heights to bottom of unit for suspended items and to center of unit for wall-mounting items.
- B. Headroom Maintenance: If mounting heights or other location criteria are not indicated, arrange and install components and equipment to provide maximum possible headroom consistent with these requirements.
- C. Equipment: Install to facilitate service, maintenance, and repair or replacement of components of both mechanical equipment and other nearby installations. Connect in such a way as to facilitate future disconnecting with minimum interference with other items in the vicinity.
- D. Right of Way: Give to piping systems installed at a required slope.
- E. All work shall be executed in a workmanship manner and shall present a neat mechanical appearance upon completion.
- F. Care shall be exercised that all items are plumb, straight, level.
- G. Care shall be exercised so that Code clearance is allowed for all panels, controls. etc., requiring it. Do not allow other trades to infringe on this clearance.

- H. The electrical circuits, components and controls for all equipment are selected and sized based on the equipment specified. If substitutions are proposed, furnish all materials and data required to prove equivalence. No additional charges shall be allowed if additional materials, labor, connections or equipment are needed for substituted products. Any modifications to the electrical design and installation or other trades will also need to be made at no additional cost to the Owner to accommodate the proposed substitutions. Comply with division 1 “substitutions” if allowable.

END OF SECTION 230500

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SECTION 230523 - VALVES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. Scope of work: Contractor to provide new Belimo Energy Valve for all Chilled Water units located in the following support areas noted below. Prior to providing the Belimo Energy Valve contractor shall provide test and balance to validate existing airside and Hydronic values. After installation of Belimo Energy Valve, contractor to provide Test and Balance per the contract specifications. The four "S" notations correspond to HVAC Units located in the South Penthouse / The first two "N" notations correspond to HVAC Units located in the North Penthouse and / Notation "N2.9" correspond to HVAC Units located in the second level of building N-B close to the parking lot.
 - 1. S1.1-South Event Utilities Shop/Offices
 - 2. S1.13-South MDF,
 - 3. Facility Operations Storage
 - 4. Alternate EOC
 - 5. Environmental Services Offices
 - 6. S2.1-South Human Resources
 - 7. Event Operations Rigging offices
 - 8. S2.10-South Facility Operations offices and Building Security South Command
 - 9. N1.1-North Environmental Services Office
 - 10. N2.1-North CIP Offices
 - 11. N2.9-North Fire Command Center
 - 12. Satellite Building Security Office, Event Management Satellite Office.

1.2 SUMMARY

- A. This Section includes the following general-duty valves:
 - 1. Copper-alloy ball valves.
 - 2. Ferrous-alloy ball valves.
 - 3. Ferrous-alloy butterfly valves.
 - 4. High-pressure butterfly valves.
 - 5. Bronze check valves.
 - 6. Bronze gate valves.

1.3 DEFINITIONS

- A. The following are standard abbreviations for valves:
 - 1. CWP: Cold working pressure.
 - 2. EPDM: Ethylene-propylene-diene terpolymer rubber.
 - 3. PTFE: Polytetrafluoroethylene plastic.

4. SWP: Steam working pressure.
5. TFE: Tetrafluoroethylene plastic.

1.4 SUBMITTALS

- A. Product Data: For each type of valve indicated. Include body, seating, and trim materials; valve design; pressure and temperature classifications; end connections; arrangement; dimensions; and required clearances. Include list indicating valve and its application. Include rated capacities; shipping, installed, and operating weights; furnished specialties; and accessories.

1.5 QUALITY ASSURANCE

- A. ASME Compliance: ASME B31.9 for building services piping valves.
 1. Exceptions: Domestic hot- and cold-water piping valves unless referenced.
- B. ASME Compliance for Ferrous Valves: ASME B16.10 and ASME B16.34 for dimension and design criteria.
- C. NSF Compliance: NSF 61 for valve materials for potable-water service.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Prepare valves for shipping as follows:
 1. Protect internal parts against rust and corrosion.
 2. Protect threads, flange faces, grooves, and weld ends.
 3. Set angle, gate, and globe valves closed to prevent rattling.
 4. Set ball and plug valves open to minimize exposure of functional surfaces.
 5. Set butterfly valves closed or slightly open.
 6. Block check valves in either closed or open position.
- B. Use the following precautions during storage:
 1. Maintain valve end protection.
 2. Store valves indoors and maintain at higher than ambient dew-point temperature. If outdoor storage is necessary, store valves off the ground in watertight enclosures.
- C. Use sling to handle large valves; rig sling to avoid damage to exposed parts. Do not use handwheels or stems as lifting or rigging points.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. Belimo

2.2 VALVES, GENERAL

- A. Refer to Part 3 "Valve Applications" Article for applications of valves.
- B. Bronze Valves: NPS 2 (DN 50) and smaller with threaded ends, unless otherwise indicated.
- C. Ferrous Valves: NPS 2-1/2 (DN 65) and larger with flanged ends, unless otherwise indicated.
- D. Valve Pressure and Temperature Ratings: Not less than indicated and as required for system pressures and temperatures.
- E. Valve Sizes: Same as upstream pipe, unless otherwise indicated.
- F. Valve Actuators:
 1. Gear Drive: For quarter-turn valves NPS 8 (DN 200) and larger.
 2. Handwheel: For valves other than quarter-turn types.
 3. Lever Handle: For quarter-turn valves NPS 6 (DN 150) and smaller, except plug valves.
- G. Valves in Insulated Piping: With 2-inch (50-mm) stem extensions and the following features:
 1. Ball Valves: With extended operating handle of non-thermal-conductive material, and protective sleeve that allows operation of valve without breaking the vapor seal or disturbing insulation.
 2. Butterfly Valves: With extended neck.
- H. Valve Flanges: ASME B16.1 for cast-iron valves, ASME B16.5 for steel valves, and ASME B16.24 for bronze valves.
- I. Valve-End Connections:
 1. Flanged: With flanges according to ASME B16.1 for iron valves.
 2. Solder Joint: With sockets according to ASME B16.18.
 3. Threaded: With threads according to ASME B1.20.1.
- J. Valve Bypass and Drain Connections: MSS SP-45.

2.3 COPPER-ALLOY BALL VALVES

- A. Copper-Alloy Ball Valves, General: MSS SP-110.
- B. Two-Piece, Copper-Alloy Ball Valves: Brass or bronze body with full or regular-port, chrome-plated bronze ball; PTFE or TFE seats; and 600-psig (4140-kPa) minimum CWP rating and blowout-proof stem.

2.4 FERROUS-ALLOY BALL VALVES

- A. Ferrous-Alloy Ball Valves, General: MSS SP-72, with flanged ends.
- B. Ferrous-Alloy Ball Valves: Class 150, full or regular port.

2.5 FERROUS-ALLOY BUTTERFLY VALVES

- A. Ferrous-Alloy Butterfly Valves, General: MSS SP-67, Type I, for tight shutoff, with disc and lining suitable for potable water, unless otherwise indicated.
- B. Flanged, 200-psig (1380-kPa) CWP Rating, Ferrous-Alloy Butterfly Valves: Flanged-end type with one- or two-piece stem.

2.6 BRONZE CHECK VALVES

- A. Bronze Check Valves, General: MSS SP-80.
- B. Type 2, Class 125, Bronze, Horizontal Lift Check Valves: Bronze body with nonmetallic disc and bronze seat.
- C. Type 2, Class 125, Bronze, Vertical Lift Check Valves: Bronze body with nonmetallic disc and bronze seat.

2.7 BRONZE GATE VALVES

- A. Bronze Gate Valves, General: MSS SP-80, with ferrous-alloy handwheel.
- B. Type 1, Class 125, Bronze Gate Valves: Bronze body with nonrising stem and bronze solid wedge and union-ring bonnet.

2.8 CHAINWHEELS

- A. Description: Valve actuation assembly with sprocket rim, brackets, and chain.
 - 1. Brackets: Type, number, size, and fasteners required to mount actuator on valve.
 - 2. Attachment: For connection to butterfly valve stems.
 - 3. Sprocket Rim with Chain Guides: Ductile iron, of type and size required for valve. Include zinc coating.
 - 4. Chain: Hot-dip, galvanized steel, of size required to fit sprocket rim.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine piping system for compliance with requirements for installation tolerances and other conditions affecting performance.
 - 1. Proceed with installation only after unsatisfactory conditions have been corrected.
- B. Examine valve interior for cleanliness, freedom from foreign matter, and corrosion. Remove special packing materials, such as blocks, used to prevent disc movement during shipping and handling.

- C. Operate valves in positions from fully open to fully closed. Examine guides and seats made accessible by such operations.
- D. Examine threads on valve and mating pipe for form and cleanliness.
- E. Examine mating flange faces for conditions that might cause leakage. Check bolting for proper size, length, and material. Verify that gasket is of proper size, that its material composition is suitable for service, and that it is free from defects and damage.
- F. Do not attempt to repair defective valves; replace with new valves.

3.2 VALVE APPLICATIONS

- A. Refer to piping Sections for specific valve applications. If valve applications are not indicated, use the following:
 - 1. Shutoff Service: Ball or butterfly valves.
 - 2. Throttling Service: ball or butterfly valves.
- B. If valves with specified SWP classes or CWP ratings are not available, the same types of valves with higher SWP class or CWP ratings may be substituted.
- C. Chilled-Water Piping: Use the following types of valves:
 - 1. Pressure Independent Control Valves [Water Coil Optimization]
 - a. NPS 2 and Smaller (DN 15 - 50): : Forged brass body rated at no less than 250 PSI, stainless steel ball and stem, female NPT union ends, dual EPDM lubricated O-rings and a brass or TEFZEL characterizing disc.
 - b. NPS 2-1/2 through 6(DN 65 - 150): : GG25 cast iron body according to ANSI Class 125, standard class B, stainless steel ball and blowout proof stem, flange to match ANSI 125 with a dual EPDM O-ring packing design, PTFE seats, and a stainless steel flow characterizing disc.
 - c. Accuracy: The control valves shall accurately control the flow from 0 to 100% rated flow with an operating pressure differential range of 5 to 50 PSI differential across the valve with a valve body flow accuracy of +/- 5 total assembly error incorporating differential pressure fluctuation, manufacturing tolerances and valve hysteresis
 - d. Flow Characteristics: Equal percentage characteristic.
 - e. All actuators shall be capable of being electronically programmed in the field by use of external computer software or a dedicated handheld tool for the adjustment of flow. Programming using actuator mounted switches or multi-turn actuators are not acceptable.
 - f. [Water coil optimization shall be accomplished by utilizing a pressure independent control valve assembly; two temperature sensors providing feedback of coil inlet and outlet water temperatures; and an electronic flow meter to provide analog flow feedback. Software shall control the valve to avoid the coil differential temperature from falling below a programmed set point; the valve assembly shall be capable of accepting an analog signal representing the coil power required. Real-time data and configuration of valve operating parameters shall be available by means of BACnet MS/TP, BACnet/IP or HTTP. Monitored points shall include, but not be limited to inlet and outlet coil water temperatures, absolute flow, absolute valve position, absolute coil power and total heating/cooling energy in

- BTU/hr. Configuration points shall include but not be limited to valve, flow, and power settings. Historical trend data shall be stored for up to 13 months and be retrievable in a standard time-stamped format.]
- g. The manufacturer shall provide a published commissioning procedure following the guidelines of the National Environmental Balancing Bureau (NEBB) and the Testing Adjusting Balancing Bureau (TABB).
 - h. A wet calibrated electronic flow meter shall provide dynamic feedback to measure flow and verify performance.
 - i. The control valve shall require no maintenance and shall not include replaceable cartridges.
 - j. Calibrated Balancing Valves and Automatic Flow-Control Valves shall not be used on equipment where pressure independent control valves are installed.
2. Characterized Control Valves:
 - a. 3" and Smaller: (DN 15 - 80): Nickel-plated forged brass body rated at no less than 400 psi, stainless steel ball and blowout proof stem, female NPT end fittings, with a dual EPDM O-ring packing design, fiberglass reinforced Teflon seats, and a TEFZEL or stainless steel flow characterizing disc.
 - b. 2-1/2" through 6": (DN 65 - 150): GG25 cast iron body, ANSI 125, class B, stainless steel ball and blowout proof stem, flange to match ANSI 125 with a dual EPDM O-ring package design, PTFE seats, and a stainless steel flow characterizing disc.
 - c. Valve assemblies shall be maintenance free.
 3. Ball Valves, NPS 2 (DN 50) and Smaller: Two-piece, 600-psig (4140-kPa) CWP rating, copper alloy or bronze body.
 4. Butterfly Valves, NPS 2-1/2 to NPS 12 (DN 65 - 300): Flanged, 200-psig (1380-kPa) shall be full lugged ductile iron 200 psig body with a 304 stainless steel disc, EPDM seat, extended neck and shall meet ANSI Class 125/150 flange standards. Disc-to-stem connection shall utilize an internal spline. The shaft shall be supported at four locations by RPTFE bushings. A coated disc shell is not acceptable
 5. Butterfly Valves, NPS 14 (DN 350): and Larger: Flanged, 150-psig shall be full lugged ductile iron 150- psig body with a 304 stainless steel disc, EPDM seat, extended neck and shall meet ANSI Class 125/150 flange standards. Disc-to-stem connection shall utilize a dual-pin method to prevent the disc from settling onto the liner. The shaft shall be supported at four locations by RPTFE bushings. A coated disc shell is not acceptable.
 - a. Sizing: Two-Position (on/off) butterfly valves shall be sized using the 90° Cv rating. Modulating butterfly valves shall be sized using the 60° Cv rating.
 - b. Close-Off Pressure Rating: Bubble-tight shutoff (no leakage).
 - c. The combination of two 2-way butterfly valves in a tee configuration cross-linked to ensure proper flow orientation shall be permitted. The tee shall be constructed of cast iron/stainless steel
- D. Select valves, except wafer and flangeless types, with the following end connections:
1. For Copper Tubing, NPS 2 (DN 50) and Smaller: Solder-joint or threaded ends, except provide valves with threaded ends for heating hot water, steam, and steam condensate services.
 2. For Steel Piping, NPS 2-1/2 to NPS 4 (DN 65 - DN 100): Flanged or threaded ends.
 3. For Steel Piping, NPS 5 (DN 125) and Larger: Flanged ends.
- E. Install chainwheels on operators for butterfly valves NPS 4 (DN 100) and larger and more than 96 inches (2400 mm) above floor. Extend chains to 60 inches (1520 mm) above finished floor.

3.3 VALVE INSTALLATION

- A. Piping installation requirements are specified in other Division 23 Sections. Drawings indicate general arrangement of piping, fittings, and specialties.
- B. Install valves with unions or flanges at each piece of equipment arranged to allow service, maintenance, and equipment removal without system shutdown.
- C. Locate valves for easy access and provide separate support where necessary.
- D. Install valves in horizontal piping with stem at or above center of pipe.
- E. Install valves in position to allow full stem movement.

3.4 JOINT CONSTRUCTION

- A. Soldered Joints: Use ASTM B 813, water-flushable, lead-free flux; ASTM B 32, lead-free-alloy solder; and ASTM B 828 procedure, unless otherwise indicated.

3.5 ADJUSTING

- A. Adjust or replace valve packing after piping systems have been tested and put into service but before final adjusting and balancing. Replace valves if persistent leaking occurs.

END OF SECTION 230523

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SECTION 230593 - TESTING, ADJUSTING, AND BALANCING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section includes TAB to produce design objectives for the following:
 - 1. Air Systems:
 - a. Constant-volume air systems.
 - b. Variable-air-volume systems.
 - 2. Hydronic Piping Systems:
 - a. Variable-flow systems.
 - 3. HVAC equipment quantitative-performance settings.
 - 4. Vibration measuring.
 - 5. Indoor-air quality measuring.
 - 6. Verifying that automatic control devices are functioning properly.
 - 7. Reporting results of activities and procedures specified in this Section.

1.3 DEFINITIONS

- A. Adjust: To regulate fluid flow rate and air patterns at the terminal equipment, such as to reduce fan speed or adjust a damper.
- B. Balance: To proportion flows within the distribution system, including submains, branches, and terminals, according to indicated quantities.
- C. Barrier or Boundary: Construction, either vertical or horizontal, such as walls, floors, and ceilings that are designed and constructed to restrict the movement of airflow, smoke, odors, and other pollutants.
- D. Draft: A current of air, when referring to localized effect caused by one or more factors of high air velocity, low ambient temperature, or direction of airflow, whereby more heat is withdrawn from a person's skin than is normally dissipated.
- E. Procedure: An approach to and execution of a sequence of work operations to yield repeatable results.
- F. Report Forms: Test data sheets for recording test data in logical order.
- G. Static Head: The pressure due to the weight of the fluid above the point of measurement. In a closed system, static head is equal on both sides of the pump.

- H. Suction Head: The height of fluid surface above the centerline of the pump on the suction side.
- I. System Effect: A phenomenon that can create undesired or unpredicted conditions that cause reduced capacities in all or part of a system.
- J. System Effect Factors: Allowances used to calculate a reduction of the performance ratings of a fan when installed under conditions different from those presented when the fan was performance tested.
- K. TAB: Testing, adjusting, and balancing.
- L. Terminal: A point where the controlled medium, such as fluid or energy, enters or leaves the distribution system.
- M. Test: A procedure to determine quantitative performance of systems or equipment.
- N. Testing, Adjusting, and Balancing (TAB) Firm: The entity responsible for performing and reporting TAB procedures.

1.4 SUBMITTALS

- A. Qualification Data: Within 30 days from Contractor's Notice to Proceed, submit 2 copies of evidence that TAB firm and this Project's TAB team members meet the qualifications specified in "Quality Assurance" Article.
- B. Contract Documents Examination Report: Within 45 days from Contractor's Notice to Proceed, submit 6 copies of the Contract Documents review report as specified in Part 3.
- C. Strategies and Procedures Plan: Within 60 days from Contractor's Notice to Proceed, submit 2 copies of TAB strategies and step-by-step procedures as specified in Part 3 "Preparation" Article. Include a complete set of report forms intended for use on this Project.
- D. Certified TAB Reports: Submit two copies of reports prepared, as specified in this Section, on approved forms certified by TAB firm.
- E. Sample Report Forms: Submit two sets of sample TAB report forms.
- F. Warranties specified in this Section.

1.5 QUALITY ASSURANCE

- A. TAB Firm Qualifications: Engage a TAB firm certified by either AABC or NEBB.
- B. Certification of TAB Reports: Certify TAB field data reports. This certification includes the following:
 - 1. Review field data reports to validate accuracy of data and to prepare certified TAB reports.
 - 2. Certify that TAB team complied with approved TAB plan and the procedures specified and referenced in this Specification.

- C. TAB Report Forms: Use standard forms from AABC's "National Standards for Testing and Balancing Heating, Ventilating, and Air Conditioning Systems."
- D. Instrumentation Type, Quantity, and Accuracy: As described in AABC's "National Standards for Testing and Balancing Heating, Ventilating, and Air Conditioning Systems."
- E. Instrumentation Calibration: Calibrate instruments at least every six months or more frequently if required by instrument manufacturer.
 - 1. Keep an updated record of instrument calibration that indicates date of calibration and the name of party performing instrument calibration.

1.6 PROJECT CONDITIONS

- A. Owner Occupancy: Owner will not occupy the building during entire TAB period. T&B reports shall be finalized and approved prior to owner occupancy.
- B. T&B firm shall be independent from the mechanical contractor.

1.7 COORDINATION

- A. Coordinate the efforts of factory-authorized service representatives for systems and equipment, HVAC controls installers, and other mechanics to operate HVAC systems and equipment to support and assist TAB activities.
- B. Notice: Provide seven days' advance notice for each test. Include scheduled test dates and times.
- C. Perform TAB after leakage and pressure tests on air and water distribution systems have been satisfactorily completed.

1.8 WARRANTY

- A. National Project Performance Guarantee: Provide a guarantee on AABC's "National Standards for Testing and Balancing Heating, Ventilating, and Air Conditioning Systems" forms stating that AABC will assist in completing requirements of the Contract Documents if TAB firm fails to comply with the Contract Documents. Guarantee includes the following provisions:
 - 1. The certified TAB firm has tested and balanced systems according to the Contract Documents.
 - 2. Systems are balanced to optimum performance capabilities within design and installation limits.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine the Contract Documents to become familiar with Project requirements and to discover conditions in systems' designs that may preclude proper TAB of systems and equipment.
 - 1. Contract Documents are defined in the General and Supplementary Conditions of Contract.
 - 2. Verify that balancing devices, such as test ports, gage cocks, thermometer wells, flow-control devices, balancing valves and fittings, and manual volume dampers, are required by the Contract Documents. Verify that quantities and locations of these balancing devices are accessible and appropriate for effective balancing and for efficient system and equipment operation.
- B. Examine approved submittal data of HVAC systems and equipment.
- C. Examine Project Record Documents described in Division 1 Section "Project Record Documents." An as-built control drawings should be placed in each of the control panels with the associated unit drawings.
- D. Examine design data, including HVAC system descriptions, statements of design assumptions for environmental conditions and systems' output, and statements of philosophies and assumptions about HVAC system and equipment controls.
- E. Examine equipment performance data including fan and pump curves. Relate performance data to Project conditions and requirements, including system effects that can create undesired or unpredicted conditions that cause reduced capacities in all or part of a system. Calculate system effect factors to reduce performance ratings of HVAC equipment when installed under conditions different from those presented when the equipment was performance tested at the factory. To calculate system effects for air systems, use tables and charts found in AMCA 201, "Fans and Systems," Sections 7 through 10; or in SMACNA's "HVAC Systems--Duct Design," Sections 5 and 6. Compare this data with the design data and installed conditions.
- F. Examine system and equipment installations to verify that they are complete and that testing, cleaning, adjusting, and commissioning specified in individual Sections have been performed.
- G. Examine system and equipment test reports.
- H. Examine HVAC system and equipment installations to verify that indicated balancing devices, such as test ports, gage cocks, thermometer wells, flow-control devices, balancing valves and fittings, and manual volume dampers, are properly installed, and that their locations are accessible and appropriate for effective balancing and for efficient system and equipment operation.
- I. Examine systems for functional deficiencies that cannot be corrected by adjusting and balancing.
- J. Examine HVAC equipment to ensure that clean filters have been installed, bearings are greased, belts are aligned and tight, and equipment with functioning controls is ready for operation.

- K. Examine terminal units, such as variable-air-volume boxes, to verify that they are accessible and their controls are connected and functioning.
- L. Examine plenum ceilings used for supply air to verify that they are airtight. Verify that pipe penetrations and other holes are sealed.
- M. Examine strainers for clean screens and proper perforations.
- N. Examine three-way valves for proper installation for their intended function of diverting or mixing fluid flows.
- O. Examine system pumps to ensure absence of entrained air in the suction piping.
- P. Examine equipment for installation and for properly operating safety interlocks and controls.
- Q. Examine automatic temperature system components to verify the following:
 - 1. Dampers, valves, and other controlled devices are operated by the intended controller.
 - 2. Dampers and valves are in the position indicated by the controller.
 - 3. Integrity of valves and dampers for free and full operation and for tightness of fully closed and fully open positions. This includes dampers in multizone units, mixing boxes, and variable-air-volume terminals.
 - 4. Automatic modulating and shutoff valves, including two-way valves and three-way mixing and diverting valves, are properly connected.
 - 5. Thermostats and humidistats are located to avoid adverse effects of sunlight, drafts, and cold walls.
 - 6. Sensors are located to sense only the intended conditions.
 - 7. Sequence of operation for control modes is according to the Contract Documents.
 - 8. Controller set points are set at indicated values.
 - 9. Interlocked systems are operating.
 - 10. Changeover from heating to cooling mode occurs according to indicated values.
- R. Report deficiencies discovered before and during performance of TAB procedures. Observe and record system reactions to changes in conditions. Record default set points if different from indicated values.

3.2 PREPARATION

- A. Prepare a TAB plan that includes strategies and step-by-step procedures.
- B. Complete system readiness checks and prepare system readiness reports. Verify the following:
 - 1. Permanent electrical power wiring is complete.
 - 2. Hydronic systems are filled, clean, and free of air.
 - 3. Automatic temperature-control systems are operational.
 - 4. Equipment and duct access doors are securely closed.
 - 5. Balance, smoke, and fire dampers are open.
 - 6. Isolating and balancing valves are open and control valves are operational.
 - 7. Ceilings are installed in critical areas where air-pattern adjustments are required and access to balancing devices is provided.
 - 8. Windows and doors can be closed so indicated conditions for system operations can be met.

3.3 GENERAL PROCEDURES FOR TESTING AND BALANCING

- A. Perform testing and balancing procedures on each system according to the procedures contained in AABC's "National Standards for Testing and Balancing Heating, Ventilating, and Air Conditioning Systems" and this Section.
- B. Cut insulation, ducts, pipes, and equipment cabinets for installation of test probes to the minimum extent necessary to allow adequate performance of procedures. After testing and balancing, close probe holes and patch insulation with new materials identical to those removed. Restore vapor barrier and finish according to insulation Specifications for this Project.
- C. Mark equipment and balancing device settings with paint or other suitable, permanent identification material, including damper-control positions, valve position indicators, fan-speed-control levers, and similar controls and devices, to show final settings.
- D. Take and report testing and balancing measurements in inch-pound (IP) units.

3.4 GENERAL PROCEDURES FOR BALANCING AIR SYSTEMS

- A. Prepare test reports for both fans and outlets. Obtain manufacturer's outlet factors and recommended testing procedures. Crosscheck the summation of required outlet volumes with required fan volumes.
- B. Prepare schematic diagrams of systems' "as-built" duct layouts.
- C. For variable-air-volume systems, develop a plan to simulate diversity.
- D. Determine the best locations in main and branch ducts for accurate duct airflow measurements.
- E. Check airflow patterns from the outside-air louvers and dampers and the return- and exhaust-air dampers, through the supply-fan discharge and mixing dampers.
- F. Locate start-stop and disconnect switches, electrical interlocks, and motor starters.
- G. Verify that motor starters are equipped with properly sized thermal protection.
- H. Check dampers for proper position to achieve desired airflow path.
- I. Check for airflow blockages.
- J. Check condensate drains for proper connections and functioning.
- K. Check for proper sealing of air-handling unit components.
- L. Check for proper sealing of air duct system.

3.5 PROCEDURES FOR CONSTANT-VOLUME AIR SYSTEMS

- A. Adjust fans to deliver total indicated airflows within the maximum allowable fan speed listed by fan manufacturer.
 - 1. Measure fan static pressures to determine actual static pressure as follows:
 - a. Measure outlet static pressure as far downstream from the fan as practicable and upstream from restrictions in ducts such as elbows and transitions.
 - b. Measure static pressure directly at the fan outlet or through the flexible connection.
 - c. Measure inlet static pressure of single-inlet fans in the inlet duct as near the fan as possible, upstream from flexible connection and downstream from duct restrictions.
 - d. Measure inlet static pressure of double-inlet fans through the wall of the plenum that houses the fan.
 - 2. Measure static pressure across each component that makes up an air-handling unit, rooftop unit, and other air-handling and -treating equipment.
 - a. Simulate dirty filter operation and record the point at which maintenance personnel must change filters.
 - 3. Measure static pressures entering and leaving other devices such as sound traps, heat recovery equipment, and air washers, under final balanced conditions.
 - 4. Compare design data with installed conditions to determine variations in design static pressures versus actual static pressures. Compare actual system effect factors with calculated system effect factors to identify where variations occur. Recommend corrective action to align design and actual conditions.
 - 5. Obtain approval from Architect for adjustment of fan speed higher or lower than indicated speed. Make required adjustments to pulley sizes, motor sizes, and electrical connections to accommodate fan-speed changes.
 - 6. Do not make fan-speed adjustments that result in motor overload. Consult equipment manufacturers about fan-speed safety factors. Modulate dampers and measure fan-motor amperage to ensure that no overload will occur. Measure amperage in full cooling, full heating, economizer, and any other operating modes to determine the maximum required brake horsepower.
- B. Adjust volume dampers for main duct, submain ducts, and major branch ducts to indicated airflows within specified tolerances.
 - 1. Measure static pressure at a point downstream from the balancing damper and adjust volume dampers until the proper static pressure is achieved.
 - a. Where sufficient space in submain and branch ducts is unavailable for Pitot-tube traverse measurements, measure airflow at terminal outlets and inlets and calculate the total airflow for that zone.
 - 2. Remeasure each submain and branch duct after all have been adjusted. Continue to adjust submain and branch ducts to indicated airflows within specified tolerances.
- C. Measure terminal outlets and inlets without making adjustments.
 - 1. Measure terminal outlets using a direct-reading hood or outlet manufacturer's written instructions and calculating factors.

- D. Adjust terminal outlets and inlets for each space to indicated airflows within specified tolerances of indicated values. Make adjustments using volume dampers rather than extractors and the dampers at air terminals.
 - 1. Adjust each outlet in same room or space to within specified tolerances of indicated quantities without generating noise levels above the limitations prescribed by the Contract Documents.
 - 2. Adjust patterns of adjustable outlets for proper distribution without drafts.

3.6 PROCEDURES FOR VARIABLE-AIR-VOLUME SYSTEMS

- A. Compensating for Diversity: When the total airflow of all terminal units is more than the indicated airflow of the fan, place a selected number of terminal units at a maximum set-point airflow condition until the total airflow of the terminal units equals the indicated airflow of the fan. Select the reduced airflow terminal units so they are distributed evenly among the branch ducts.
- B. Pressure-Independent, Variable-Air-Volume Systems: After the fan systems have been adjusted, adjust the variable-air-volume systems as follows:
 - 1. Set outside-air dampers at minimum, and return- and exhaust-air dampers at a position that simulates full-cooling load.
 - 2. Select the terminal unit that is most critical to the supply-fan airflow and static pressure. Measure static pressure. Adjust system static pressure so the entering static pressure for the critical terminal unit is not less than the sum of terminal-unit manufacturer's recommended minimum inlet static pressure plus the static pressure needed to overcome terminal-unit discharge system losses.
 - 3. Measure total system airflow. Adjust to within indicated airflow.
 - 4. Set terminal units at maximum airflow and adjust controller or regulator to deliver the designed maximum airflow. Use terminal-unit manufacturer's written instructions to make this adjustment. When total airflow is correct, balance the air outlets downstream from terminal units as described for constant-volume air systems.
 - 5. Set terminal units at minimum airflow and adjust controller or regulator to deliver the designed minimum airflow. Check air outlets for a proportional reduction in airflow as described for constant-volume air systems.
 - a. If air outlets are out of balance at minimum airflow, report the condition but leave outlets balanced for maximum airflow.
 - 6. Remeasure the return airflow to the fan while operating at maximum return airflow and minimum outside airflow. Adjust the fan and balance the return-air ducts and inlets as described for constant-volume air systems.
 - 7. Measure static pressure at the most critical terminal unit and adjust the static-pressure controller at the main supply-air sensing station to ensure that adequate static pressure is maintained at the most critical unit.
 - 8. Record the final fan performance data.

3.7 GENERAL PROCEDURES FOR HYDRONIC SYSTEMS

- A. Prepare test reports with pertinent design data and number in sequence starting at pump to end of system. Check the sum of branch-circuit flows against approved pump flow rate. Correct variations that exceed plus or minus 5 percent.

- B. Prepare hydronic systems for testing and balancing according to the following, in addition to the general preparation procedures specified above:
 - 1. Open all manual valves for maximum flow.
 - 2. Check expansion tank liquid level.
 - 3. Check makeup-water-station pressure gage for adequate pressure for highest vent.
 - 4. Check flow-control valves for specified sequence of operation and set at indicated flow.
 - 5. Set differential-pressure control valves at the specified differential pressure. Do not set at fully closed position when pump is positive-displacement type unless several terminal valves are kept open.
 - 6. Set system controls so automatic valves are wide open to heat exchangers.
 - 7. Check pump-motor load. If motor is overloaded, throttle main flow-balancing device so motor nameplate rating is not exceeded.
 - 8. Check air vents for a forceful liquid flow exiting from vents when manually operated.

3.8 PROCEDURES FOR HYDRONIC SYSTEMS

- A. Measure water flow at pumps. Use the following procedures, except for positive-displacement pumps:
 - 1. Verify impeller size by operating the pump with the discharge valve closed. Read pressure differential across the pump. Convert pressure to head and correct for differences in gage heights. Note the point on manufacturer's pump curve at zero flow and verify that the pump has the intended impeller size.
 - 2. Check system resistance. With all valves open, read pressure differential across the pump and mark pump manufacturer's head-capacity curve. Adjust pump discharge valve until indicated water flow is achieved.
 - 3. Verify pump-motor brake horsepower. Calculate the intended brake horsepower for the system based on pump manufacturer's performance data. Compare calculated brake horsepower with nameplate data on the pump motor. Report conditions where actual amperage exceeds motor nameplate amperage.
 - 4. Report flow rates that are not within plus or minus 5 percent of design.
- B. Set calibrated balancing valves, if installed, at calculated presettings.
- C. Measure flow at all stations and adjust, where necessary, to obtain first balance.
 - 1. System components that have Cv rating or an accurately cataloged flow-pressure-drop relationship may be used as a flow-indicating device.
- D. Measure flow at main balancing station and set main balancing device to achieve flow that is 5 percent greater than indicated flow.
- E. Adjust balancing stations to within specified tolerances of indicated flow rate as follows:
 - 1. Determine the balancing station with the highest percentage over indicated flow.
 - 2. Adjust each station in turn, beginning with the station with the highest percentage over indicated flow and proceeding to the station with the lowest percentage over indicated flow.
 - 3. Record settings and mark balancing devices.

- F. Measure pump flow rate and make final measurements of pump amperage, voltage, rpm, pump heads, and systems' pressures and temperatures including outdoor-air temperature.
- G. Measure the differential-pressure control valve settings existing at the conclusions of balancing.

3.9 PROCEDURES FOR VARIABLE-FLOW HYDRONIC SYSTEMS

- A. Balance systems with automatic two- and three-way control valves by setting systems at maximum flow through heat-exchange terminals and proceed as specified above for hydronic systems.

3.10 PROCEDURES FOR MOTORS

- A. Motors, 1/2 HP and Larger: Test at final balanced conditions and record the following data:
 - 1. Manufacturer, model, and serial numbers.
 - 2. Motor horsepower rating.
 - 3. Motor rpm.
 - 4. Efficiency rating.
 - 5. Nameplate and measured voltage, each phase.
 - 6. Nameplate and measured amperage, each phase.
 - 7. Starter thermal-protection-element rating.
- B. Motors Driven by Variable-Frequency Controllers: Test for proper operation at speeds varying from minimum to maximum. Test the manual bypass for the controller to prove proper operation. Record observations, including controller manufacturer, model and serial numbers, and nameplate data.

3.11 PROCEDURES FOR TEMPERATURE MEASUREMENTS

- A. During TAB, report the need for adjustment in temperature regulation within the automatic temperature-control system.
- B. Measure indoor wet- and dry-bulb temperatures every other hour for a period of two successive eight-hour days, in each separately controlled zone, to prove correctness of final temperature settings. Measure when the building or zone is occupied.
- C. Measure outside-air, wet- and dry-bulb temperatures.

3.12 TOLERANCES

- A. Set HVAC system airflow and water flow rates within the following tolerances:
 - 1. Supply, Return, and Exhaust Fans and Equipment with Fans: Plus or minus 10 percent.
 - 2. Air Outlets and Inlets: Plus or minus 10 percent.
 - 3. Heating-Water Flow Rate: Plus or minus 10 percent.
 - 4. Cooling-Water Flow Rate: Plus or minus 10 percent.

3.13 REPORTING

- A. Initial Construction-Phase Report: Based on examination of the Contract Documents as specified in "Examination" Article, prepare a report on the adequacy of design for systems' balancing devices. Recommend changes and additions to systems' balancing devices to facilitate proper performance measuring and balancing. Recommend changes and additions to HVAC systems and general construction to allow access for performance measuring and balancing devices.
- B. Status Reports: As Work progresses, prepare reports to describe completed procedures, procedures in progress, and scheduled procedures. Include a list of deficiencies and problems found in systems being tested and balanced. Prepare a separate report for each system and each building floor for systems serving multiple floors.

3.14 FINAL REPORT

- A. General: Typewritten, or computer printout in letter-quality font, on standard bond paper, in three-ring binder, tabulated and divided into sections by tested and balanced systems.
- B. Include a certification sheet in front of binder signed and sealed by the certified testing and balancing engineer.
 - 1. Include a list of instruments used for procedures, along with proof of calibration.
- C. Final Report Contents: In addition to certified field report data, include the following:
 - 1. Pump curves.
 - 2. Fan curves.
 - 3. Manufacturers' test data.
 - 4. Field test reports prepared by system and equipment installers.
 - 5. Other information relative to equipment performance, but do not include Shop Drawings and Product Data.
- D. General Report Data: In addition to form titles and entries, include the following data in the final report, as applicable:
 - 1. Title page.
 - 2. Name and address of TAB firm.
 - 3. Project name.
 - 4. Project location.
 - 5. Architect's name and address.
 - 6. Engineer's name and address.
 - 7. Contractor's name and address.
 - 8. Report date.
 - 9. Signature of TAB firm who certifies the report.
 - 10. Table of Contents with the total number of pages defined for each section of the report. Number each page in the report.
 - 11. Summary of contents including the following:
 - a. Indicated versus final performance.
 - b. Notable characteristics of systems.
 - c. Description of system operation sequence if it varies from the Contract Documents.
 - 12. Nomenclature sheets for each item of equipment.

13. Data for terminal units, including manufacturer, type size, and fittings.
 14. Notes to explain why certain final data in the body of reports varies from indicated values.
 15. Test conditions for fans and pump performance forms including the following:
 - a. Settings for outside-, return-, and exhaust-air dampers.
 - b. Conditions of filters.
 - c. Cooling coil, wet- and dry-bulb conditions.
 - d. Face and bypass damper settings at coils.
 - e. Fan drive settings including settings and percentage of maximum pitch diameter.
 - f. Inlet vane settings for variable-air-volume systems.
 - g. Settings for supply-air, static-pressure controller.
 - h. Other system operating conditions that affect performance.
- E. System Diagrams: Include schematic layouts of air and hydronic distribution systems. Present each system with single-line diagram and include the following:
1. Quantities of outside, supply, return, and exhaust airflows.
 2. Water and steam flow rates.
 3. Duct, outlet, and inlet sizes.
 4. Pipe and valve sizes and locations.
 5. Terminal units.
 6. Balancing stations.
 7. Position of balancing devices.
- F. Air-Handling Unit Test Reports: For air-handling units with coils, include the following:
1. Unit Data: Include the following:
 - a. Unit identification.
 - b. Location.
 - c. Make and type.
 - d. Model number and unit size.
 - e. Manufacturer's serial number.
 - f. Unit arrangement and class.
 - g. Discharge arrangement.
 - h. Sheave make, size in inches (mm), and bore.
 - i. Sheave dimensions, center-to-center, and amount of adjustments in inches (mm).
 - j. Number of belts, make, and size.
 - k. Number of filters, type, and size.
 2. Motor Data:
 - a. Make and frame type and size.
 - b. Horsepower and rpm.
 - c. Volts, phase, and hertz.
 - d. Full-load amperage and service factor.
 - e. Sheave make, size in inches (mm), and bore.
 - f. Sheave dimensions, center-to-center, and amount of adjustments in inches (mm).
 3. Test Data (Indicated and Actual Values):
 - a. Total airflow rate in cfm (L/s).
 - b. Total system static pressure in inches wg (Pa).
 - c. Fan rpm.
 - d. Discharge static pressure in inches wg (Pa).
 - e. Filter static-pressure differential in inches wg (Pa).
 - f. Preheat coil static-pressure differential in inches wg (Pa).

- g. Cooling coil static-pressure differential in inches wg (Pa).
 - h. Heating coil static-pressure differential in inches wg (Pa).
 - i. Outside airflow in cfm (L/s).
 - j. Return airflow in cfm (L/s).
 - k. Outside-air damper position.
 - l. Return-air damper position.
 - m. Vortex damper position.
- G. Apparatus-Coil Test Reports:
- 1. Coil Data:
 - a. System identification.
 - b. Location.
 - c. Coil type.
 - d. Number of rows.
 - e. Fin spacing in fins per inch (mm) o.c.
 - f. Make and model number.
 - g. Face area in sq. ft. (sq. m).
 - h. Tube size in NPS (DN).
 - i. Tube and fin materials.
 - j. Circuiting arrangement.
 - 2. Test Data (Indicated and Actual Values):
 - a. Airflow rate in cfm (L/s).
 - b. Average face velocity in fpm (m/s).
 - c. Air pressure drop in inches wg (Pa).
 - d. Outside-air, wet- and dry-bulb temperatures in deg F (deg C).
 - e. Return-air, wet- and dry-bulb temperatures in deg F (deg C).
 - f. Entering-air, wet- and dry-bulb temperatures in deg F (deg C).
 - g. Leaving-air, wet- and dry-bulb temperatures in deg F (deg C).
 - h. Water flow rate in gpm (L/s).
 - i. Water pressure differential in feet of head or psig (kPa).
 - j. Entering-water temperature in deg F (deg C).
 - k. Leaving-water temperature in deg F (deg C).
 - l. Refrigerant expansion valve and refrigerant types.
 - m. Refrigerant suction pressure in psig (kPa).

 - n. Refrigerant suction temperature in deg F (deg C).
 - o. Inlet steam pressure in psig (kPa).
- H. Electric-Coil Test Reports: For electric furnaces, duct coils, and electric coils installed in central-station air-handling units, include the following:
- 1. Unit Data:
 - a. System identification.
 - b. Location.
 - c. Coil identification.
 - d. Capacity in Btuh (kW).
 - e. Number of stages.
 - f. Connected volts, phase, and hertz.
 - g. Rated amperage.
 - h. Airflow rate in cfm (L/s).
 - i. Face area in sq. ft. (sq. m).
 - j. Minimum face velocity in fpm (m/s).

2. Test Data (Indicated and Actual Values):
 - a. Heat output in Btuh (kW).
 - b. Airflow rate in cfm (L/s).
 - c. Air velocity in fpm (m/s).
 - d. Entering-air temperature in deg F (deg C).
 - e. Leaving-air temperature in deg F (deg C).
 - f. Voltage at each connection.
 - g. Amperage for each phase.
- I. Fan Test Reports: For supply, return, and exhaust fans, include the following:
1. Fan Data:
 - a. System identification.
 - b. Location.
 - c. Make and type.
 - d. Model number and size.
 - e. Manufacturer's serial number.
 - f. Arrangement and class.
 - g. Sheave make, size in inches (mm), and bore.
 - h. Sheave dimensions, center-to-center, and amount of adjustments in inches (mm).
 2. Motor Data:
 - a. Make and frame type and size.
 - b. Horsepower and rpm.
 - c. Volts, phase, and hertz.
 - d. Full-load amperage and service factor.
 - e. Sheave make, size in inches (mm), and bore.
 - f. Sheave dimensions, center-to-center, and amount of adjustments in inches (mm).
 - g. Number of belts, make, and size.
 3. Test Data (Indicated and Actual Values):
 - a. Total airflow rate in cfm (L/s).
 - b. Total system static pressure in inches wg (Pa).
 - c. Fan rpm.
 - d. Discharge static pressure in inches wg (Pa).
 - e. Suction static pressure in inches wg (Pa).
- J. Round, Flat-Oval, and Rectangular Duct Traverse Reports: Include a diagram with a grid representing the duct cross-section and record the following:
1. Report Data:
 - a. System and air-handling unit number.
 - b. Location and zone.
 - c. Traverse air temperature in deg F (deg C).
 - d. Duct static pressure in inches wg (Pa).
 - e. Duct size in inches (mm).
 - f. Duct area in sq. ft. (sq. m).
 - g. Indicated airflow rate in cfm (L/s).
 - h. Indicated velocity in fpm (m/s).
 - i. Actual airflow rate in cfm (L/s).
 - j. Actual average velocity in fpm (m/s).
 - k. Barometric pressure in psig (Pa).

- K. Air-Terminal-Device Reports:
1. Unit Data:
 - a. System and air-handling unit identification.
 - b. Location and zone.
 - c. Test apparatus used.
 - d. Area served.
 - e. Air-terminal-device make.
 - f. Air-terminal-device number from system diagram.
 - g. Air-terminal-device type and model number.
 - h. Air-terminal-device size.
 - i. Air-terminal-device effective area in sq. ft. (sq. m).
 2. Test Data (Indicated and Actual Values):
 - a. Airflow rate in cfm (L/s).
 - b. Air velocity in fpm (m/s).
 - c. Preliminary airflow rate as needed in cfm (L/s).
 - d. Preliminary velocity as needed in fpm (m/s).
 - e. Final airflow rate in cfm (L/s).
 - f. Final velocity in fpm (m/s).
 - g. Space temperature in deg F (deg C).
- L. Pump Test Reports: Calculate impeller size by plotting the shutoff head on pump curves and include the following:
1. Unit Data:
 - a. Unit identification.
 - b. Location.
 - c. Service.
 - d. Make and size.
 - e. Model and serial numbers.
 - f. Water flow rate in gpm (L/s).
 - g. Water pressure differential in feet of head or psig (kPa).
 - h. Required net positive suction head in feet of head or psig (kPa).
 - i. Pump rpm.
 - j. Impeller diameter in inches (mm).
 - k. Motor make and frame size.
 - l. Motor horsepower and rpm.
 - m. Voltage at each connection.
 - n. Amperage for each phase.
 - o. Full-load amperage and service factor.
 - p. Seal type.
 2. Test Data (Indicated and Actual Values):
 - a. Static head in feet of head or psig (kPa).
 - b. Pump shutoff pressure in feet of head or psig (kPa).
 - c. Actual impeller size in inches (mm).
 - d. Full-open flow rate in gpm (L/s).
 - e. Full-open pressure in feet of head or psig (kPa).
 - f. Final discharge pressure in feet of head or psig (kPa).
 - g. Final suction pressure in feet of head or psig (kPa).
 - h. Final total pressure in feet of head or psig (kPa).
 - i. Final water flow rate in gpm (L/s).

- j. Voltage at each connection.
- k. Amperage for each phase.

M. Vibration Measurement Reports:

- 1. Date and time of test.
- 2. Vibration meter manufacturer, model number, and serial number.
- 3. Equipment designation, location, equipment, speed, motor speed, and motor horsepower.
- 4. Diagram of equipment showing the vibration measurement locations.
- 5. Measurement readings for each measurement location.
- 6. Calculate isolator efficiency using measurements taken.
- 7. Description of predominant vibration source.

N. Indoor-Air Quality Measurement Reports for Each HVAC System:

- 1. HVAC system designation.
- 2. Date and time of test.
- 3. Outdoor temperature, relative humidity, wind speed, and wind direction at start of test.

- 4. Room number or similar description for each location.
- 5. Measurements at each location.
- 6. Observed deficiencies.

O. Instrument Calibration Reports:

- 1. Report Data:
 - a. Instrument type and make.
 - b. Serial number.
 - c. Application.
 - d. Dates of use.
 - e. Dates of calibration.

3.15 INSPECTIONS

A. Initial Inspection:

- 1. After testing and balancing are complete, operate each system and randomly check measurements to verify that the system is operating according to the final test and balance readings documented in the Final Report.
- 2. Randomly check the following for each system:
 - a. Measure airflow of at least 10 percent of air outlets.
 - b. Measure water flow of at least 5 percent of terminals.
 - c. Measure room temperature at each thermostat/temperature sensor. Compare the reading to the set point.
 - d. Measure sound levels at two locations.
 - e. Measure space pressure of at least 10 percent of locations.
 - f. Verify that balancing devices are marked with final balance position.
 - g. Note deviations to the Contract Documents in the Final Report.

B. Final Inspection:

- 1. After initial inspection is complete and evidence by random checks verifies that testing and balancing are complete and accurately documented in the final report, request that a final inspection be made by Architect.

2. TAB firm test and balance engineer shall conduct the inspection in the presence of Owner.
3. Architect shall randomly select measurements documented in the final report to be rechecked. The rechecking shall be limited to either 10 percent of the total measurements recorded, or the extent of measurements that can be accomplished in a normal 8-hour business day.
4. If the rechecks yield measurements that differ from the measurements documented in the final report by more than the tolerances allowed, the measurements shall be noted as "FAILED."
5. If the number of "FAILED" measurements is greater than 10 percent of the total measurements checked during the final inspection, the testing and balancing shall be considered incomplete and shall be rejected.
6. TAB firm shall recheck all measurements and make adjustments. Revise the final report and balancing device settings to include all changes and resubmit the final report.
7. Request a second final inspection. If the second final inspection also fails, Owner shall contract the services of another TAB firm to complete the testing and balancing in accordance with the Contract Documents and deduct the cost of the services from the final payment.

3.16 ADDITIONAL TESTS

- A. Within 90 days of completing TAB, perform additional testing and balancing to verify that balanced conditions are being maintained throughout and to correct unusual conditions.
- B. Seasonal Periods: If initial TAB procedures were not performed during near-peak summer and winter conditions, perform additional testing, inspecting, and adjusting during near-peak summer and winter conditions.

END OF SECTION 230593

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SECTION 23 08 00 – COMMISSIONING OF HVAC SYSTEMS

PART 1 - GENERAL

1.1 WORK INCLUDES

A. Base Bid:

1. Heating Contractor to provide: Commissioning process support, task requirements and roles and responsibilities for implementing building systems commissioning for Heating, Refrigeration and related systems, assemblies and equipment.
2. Ventilating Contractor to provide: Commissioning process support, task requirements and roles and responsibilities for implementing building systems commissioning for Ventilating, Air Conditioning and related systems, assemblies and equipment.
3. Controls Contractor to provide: Commissioning process support, task requirements and roles and responsibilities for implementing building systems commissioning for Heating, Ventilating, Air Conditioning and Refrigeration control systems, assemblies and equipment.
4. Commissioning activities and documentation shall conform with the requirements of the U.S. Green Building Council's Leadership in Energy and Environmental Design program for new construction.
5. The Using Agency's (Owner's) Project Requirements (OPR) and the Basis of Design (BoD) documentation are included by reference for information only.

1.2 SUMMARY

- A. This section includes commissioning process requirements for HVAC&R systems, assemblies, and equipment.
- B. Related Work / Sections:
 1. Section 01 91 13 - "General Commissioning Requirements" for general commissioning process requirements.

1.3 DESCRIPTION

- A. Refer to Section 01 91 13 "General Commissioning Requirements" for the description of commissioning.

1.4 DEFINITIONS

- A. Refer to Section 01 91 13 "General Commissioning Requirements" for definitions.

1.5 SUBMITTALS

- A. Refer to Section 01 91 13 “General Commissioning Requirements” for CxA’s role.
- B. Refer to Section 01 91 13 “Submittals” for specific requirements.
- C. In addition, provide the following:
 - 1. Certificates of readiness
 - 2. Certificates of completion of installation, pre-start, and start-up activities.
 - 3. O&M manuals
 - 4. Test reports
- D. Control Drawings Submittal
 - 1. The control drawings shall have a key to all abbreviations.
 - 2. The control drawings shall contain graphic schematic depictions of the systems and each component.
 - 3. The schematics will include the system and component layout of any equipment that the control system monitors, enables or controls, even if the equipment is primarily controlled by packaged or integral controls.
 - 4. Provide a full points list with at least the following included for each point:
 - a. Controlled system
 - b. Point abbreviation
 - c. Point description
 - d. Display unit
 - e. Control point or set point (Yes / No)
 - f. Monitoring point (Yes / No)
 - g. Intermediate point (Yes / No)
 - h. Calculated point (Yes / No)

1.6 QUALITY ASSURANCE

- A. Test Equipment Calibration Requirements: Contractors will comply with test manufacturer’s calibration procedures and intervals. Recalibrate test instruments immediately after instruments have been repaired resulting from being dropped or damaged. Affix calibration tags to test instruments. Furnish calibration records to CxA upon request.

1.7 COORDINATION

- A. Refer to Section 01 91 13 “General Commissioning Requirements” for requirements pertaining to coordination during the commissioning process.

2. PRODUCTS

2.1 TEST EQUIPMENT

- A. All standard testing equipment required to perform startup, initial checkout and functional performance testing shall be provided by the Contractor for the equipment being tested. For example, the heating, ventilating and controls contractors shall ultimately be responsible for all standard testing equipment for the HVAC&R system and controls system specified, except for equipment specific to and used by TAB in their commissioning responsibilities. A sufficient quantity of two-way radios shall be provided by each subcontractor.
- B. Special equipment, tools and instruments (specific to a piece of equipment and only available from vendor) required for testing shall be included in the base bid price and left on site, except for stand-alone data logging equipment that may be used by the CxA.
- C. Proprietary test equipment and software required by any equipment manufacturer for programming and/or start-up, whether specified or not, shall be provided by the manufacturer of the equipment. Manufacturer shall provide the test equipment, demonstrate its use, and assist in the commissioning process as needed. Proprietary test equipment (and software) shall become the property of the Using Agency upon completion of the commissioning process.
- D. Data logging equipment and software required to test equipment will be provided by the CxA, but shall not become the property of the Using Agency.
- E. All testing equipment shall be of sufficient quality and accuracy to test and/or measure system performance with the tolerances specified in the Specifications. If not otherwise noted, the following minimum requirements apply: Temperature sensors and digital thermometers shall have a certified calibration within the past year to an accuracy of 0.5°F and a resolution of + or - 0.1°F. Pressure sensors shall have an accuracy of + or - 2.0% of the value range being measured (not full range of meter) and have been calibrated within the last year.

3. EXECUTION

3.1 GENERAL DOCUMENTATION REQUIREMENTS

- A. With assistance from the installing contractors, the CxA will prepare construction Verification Checklists for all commissioned components, equipment, and systems
- B. Red-lined Drawings:
 - 1. The contractor will verify all equipment, systems, instrumentation, wiring and components are shown correctly on red-lined drawings.
 - 2. Preliminary red-lined drawings must be made available to the Commissioning Team for use prior to the start of Functional Performance Testing.
 - 3. Changes, as a result of Functional Testing, must be incorporated into the final as-built drawings, which will be created from the red-lined drawings.

4. The contracted party, as defined in the Contract Documents will create the as-built drawings.

C. Operation and Maintenance Data:

1. Contractor will provide a copy of O&M literature within 45 days of each submittal acceptance for use during the commissioning process for all commissioned equipment and systems.
2. The CxA will review the O&M literature once for conformance to project requirements.
3. The CxA will receive a copy of the final approved O&M literature once corrections have been made by the Contractor.

D. Demonstration and Training:

1. Contractor will provide demonstration and training as required by the specifications.
2. A complete training plan and schedule must be submitted by the contractor to the CxA four weeks (4) prior to any training.
3. A training agenda for each training session must be submitted to the CxA one (1) week prior the training session.
4. The CxA shall be notified at least 72 hours in advance of scheduled tests so that testing may be observed by the CxA and representatives of OWNER and the Using Agency. A copy of the test record shall be provided to the CxA, OWNER, and the Architect.
5. Engage a Factory-authorized service representative to train the Using Agency's maintenance personnel to adjust, operate, and maintain specific equipment.
6. Train the Using Agency's maintenance personnel on procedures and schedules for starting and stopping, trouble shooting, servicing, and maintaining equipment.
7. Review data in O&M Manuals.

E. Systems Manual requirements:

1. The Systems Manual is intended to be a usable information resource containing all of the information related to the systems, assemblies, and Commissioning Process in one place with indexes and cross references.
2. The GC shall include final approved versions of the following information for the Systems Manual:
 - a. As-Built System Schematics
 - b. Verified Record Drawings
 - c. Test Results (not otherwise included in Cx Record)
 - d. Periodic Maintenance Information for computer maintenance management system
 - e. Recommendations for recalibration frequency of sensors and actuators
 - f. A list of contractors, subcontractors, suppliers, architects, and engineers involved in the project along with their contact information

- g. Training Records, Information on training provided, attendees list, and any on-going training
 3. This information shall be organized and arranged by building system, such as chilled water, heating hot water, etc.
 4. Information should be provided in an electronic version to the extent possible. Legible, scanned images are acceptable for non-electronic documentation to facilitate this deliverable.

3.2 CONTRACTOR'S RESPONSIBILITIES

- A. Heating, Ventilating, Controls and TAB Contractors. The commissioning responsibilities applicable to each of the heating, ventilating, controls and TAB contractors are as follows (all references apply to commissioned equipment only):
 - B. Perform commissioning tests at the direction of the CxA.
 - C. Attend construction phase controls coordination meetings.
 - D. Attend testing, adjusting, and balancing review and coordination meetings.
 - E. Participate in HVAC&R systems, assemblies, equipment, and component maintenance orientation and inspection as directed by the CxA.
 - F. Provide information requested by the CxA for final commissioning documentation.
 - G. Include requirements for submittal data, operation and maintenance data, and training in each purchase order or sub-contract written.
 - H. Prepare preliminary schedule for mechanical system orientations and inspections, operation and maintenance manual submissions, training sessions, pipe and duct system testing, flushing and cleaning, equipment start-up, testing and balancing and task completion for owner. Distribute preliminary schedule to commissioning team members.
 - I. Update schedule as required throughout the construction period.
 - J. During the startup and initial checkout process, execute the related portions of the Component Verification Checklists for all commissioned equipment.
 - K. Assist the CxA in all verification and functional performance tests.
 - L. Provide measuring instruments and logging devices to record test data, and provide data acquisition equipment to record data for the complete range of testing for the required test period.
 - M. Gather operation and maintenance literature on all equipment, and assemble in binders as required by the specifications. Submit to CxA (45) days after submittal acceptance.

- N. Coordinate with the CxA to provide (48) hour advance notice so that the witnessing of equipment and system start-up and testing can begin.
- O. Notify the CxA a minimum of (2) weeks in advance of the time for start of the testing and balancing work. Attend the initial testing and balancing meeting for review of the official testing and balancing procedures.
- P. Participate in, and schedule vendors and contractors to participate in the training sessions.
- Q. Provide written notification to the GC and CxA Authority that the following work has been completed in accordance with the contract documents, and that the equipment, systems, and sub-system are operating as required.
 - 1. Primary HVAC&R equipment including chillers, pumps, boilers, heat exchangers, piping and all other equipment under their control.
 - 2. Secondary HVAC&R equipment including all fans, air handling units, ductwork, dampers, terminals, and all other equipment their control.
 - 3. Laboratory exhaust and pressurization system, including: fume hoods, safety cabinets, and related controls.
 - 4. Fire stopping in the fire rated construction, including fire and smoke damper installation, caulking, gasketing and sealing of smoke barriers.
 - 5. Fire detection and smoke detection devices in related technical sections of the specifications.
- R. The equipment supplier shall document the performance of his equipment.
- S. Provide a complete set of red-lined drawings to the CxA prior to the start of Functional Performance Testing.
- T. Test, Adjust and Balance Contractor
 - 1. Attend initial commissioning coordination meeting scheduled by the Commissioning Authority.
 - 2. Submit the site specific testing and balancing plan to the CxA and A/E for review and acceptance.
 - 3. Attend the testing and balancing review meeting scheduled by the CxA. Be prepared to discuss the procedures that shall be followed in testing, adjusting, and balancing the HVAC&R system.
 - 4. At the completion of the testing and balancing work, and the submittal of the final testing and balancing report, notify the HVAC&R contractor and the GC.
 - 5. At the completion of testing and balancing work, and the submittal of the final testing and balancing report, notify the HVAC&R Contractor and the GC.
 - 6. Participate in verification of the testing and balancing report, which will consist of repeating measurements contained in the testing and balancing reports. Assist in diagnostic purposes when directed.
- U. Provide training of the Using Agency's operating staff using expert qualified personnel, as specified.
- V. Equipment Suppliers
 - 1. Provide all requested submittal data, including detailed start-up procedures and specific responsibilities of the Using Agency, to keep warranties in force.
 - 2. Assist in equipment testing per agreements with contractors.

3. Provide information requested by CxA regarding equipment sequence of operation and testing procedures.

- W. Refer to Section 01 91 13 “General Commissioning Requirements” for additional contractor responsibilities.

3.3 DESIGN PROFESSIONAL'S RESPONSIBILITIES

- A. Refer to Section 01 91 13 “General Commissioning Requirements” for Design Professional’s Responsibilities.

3.4 CxA'S RESPONSIBILITIES

- A. Refer to Section 01 91 13 “General Commissioning Requirements” for CxA’s Responsibilities.

3.5 TESTING PREPARATION

- A. Certify in writing to the CxA that HVAC&R systems, subsystems, and equipment have been installed, calibrated, and started and are operating according to the Contract Documents.
- B. Certify in writing to the CxA that HVAC&R instrumentation and control systems have been completed and calibrated, that they are operating according to the Contract Documents, and that pretest set points have been recorded.
- C. Certify in writing that testing, adjusting, and balancing procedures have been completed and that testing, adjusting, and balancing reports have been submitted, discrepancies corrected, and corrective work approved.
- D. Place systems, subsystems, and equipment into operating mode to be tested (e.g., normal shutdown, normal auto position, normal manual position, unoccupied cycle, emergency power, and alarm conditions).
- E. Inspect and verify the position of each device and interlock identified on checklists.
- F. Check safety cutouts, alarms, and interlocks with smoke control and life-safety systems during each mode of operation.
- G. Testing Instrumentation: Install measuring instruments and logging devices to record test data as directed by the CxA.

3.6 TESTING, ADJUSTING AND BALANCING VERIFICATION

- A. Prior to performance of Testing, Adjusting and Balancing work, provide copies of reports, sample forms, checklists, and certificates to the CxA.
- B. Notify the CxA at least ten (10) days in advance of testing and balancing Work, and provide access for the CxA to witness testing and balancing Work.

- C. Provide technicians, instrumentation, and tools to verify testing and balancing of HVAC&R systems at the direction of the CxA.
 - 1. The CxA will notify testing and balancing subcontractor ten (10) days in advance of the date of field verification. Notice will not include data points to be verified.
 - 2. The testing and balancing subcontractor shall use the same instruments (by model and serial number) that were used when original data were collected.
 - 3. Failure of an item includes, other than sound, a deviation of more than 10 percent. Failure of more than 10 percent of selected items shall result in rejection of final testing, adjusting, and balancing report. For sound pressure readings, a deviation of 3 dB shall result in rejection of final testing. Variations in background noise must be considered.
 - 4. Remedy the deficiency and notify the CxA so verification of failed portions can be performed.

3.7 GENERAL TESTING REQUIREMENTS

- A. Provide technicians, instrumentation, and tools to perform commissioning test at the direction of the CxA.
- B. Scope of HVAC&R testing shall include entire HVAC&R installation, from central equipment for heat generation and refrigeration through distribution systems to each conditioned space. Testing shall include measuring capacities and effectiveness of operational and control functions.
- C. Test all operating modes, interlocks, control responses, and responses to abnormal or emergency conditions, and verify proper response of building automation system controllers and sensors.
- D. The CxA, along with the Heating and Ventilating Contractors, Testing and Balancing Subcontractor, and the Controls Contractor shall prepare detailed testing plans, procedures, and checklists for HVAC&R systems, subsystems, and equipment.
- E. Tests will be performed using design conditions whenever possible.
- F. Simulated conditions may need to be imposed using an artificial load when it is not practical to test under design conditions. Before simulating conditions, calibrate testing instruments. Provide equipment to simulate loads. Set simulated conditions as directed by the CxA and document simulated conditions and methods of simulation. After tests, return settings to normal operating conditions.
- G. The CxA may direct that set points be altered when simulating conditions is not practical.
- H. The CxA may direct that sensor values be altered with a signal generator when design or simulating conditions and altering set points are not practical.
- I. If tests cannot be completed because of a deficiency outside the scope of the HVAC&R system, document the deficiency and report it to representatives of OWNER. After deficiencies are resolved, reschedule tests.

- J. If the testing plan indicates specific seasonal testing, complete appropriate initial performance tests and documentation and schedule seasonal tests.

3.8 HVAC&R SYSTEMS, SUBSYSTEMS, AND EQUIPMENT TESTING PROCEDURES

- A. Equipment Testing and Acceptance Procedures: Testing requirements are specified in individual technical sections. Provide submittals, test data, inspector record, and certifications to the CxA.
- B. HVAC&R Instrumentation and Control System Testing: Field testing plans and testing requirements are specified in Section 23 09 23 "Instrument and Control for HVAC". Assist the CxA with preparation of testing plans.
- C. Pipe system cleaning, flushing, hydrostatic tests, and chemical treatment: Test requirements are specified in piping specifications. Heating Contractor shall prepare a pipe system cleaning, flushing, and hydrostatic testing plan. Provide cleaning, flushing, testing, and treating plan and final reports to the CxA. Plan shall include the following:
 - 1. Sequence of testing and testing procedures for each section of pipe to be tested, identified by pipe zone or sector identification marker. Markers shall be keyed to Drawings for each pipe sector, showing the physical location of each designated pipe test section. Drawings keyed to pipe zones or sectors shall be formatted to allow each section of piping to be physically located and identified when referred to in pipe system cleaning, flushing, hydrostatic testing, and chemical treatment plan.
 - 2. Description of equipment for flushing operations.
 - 3. Minimum flushing water velocity.
 - 4. Tracking checklist for managing and ensuring that all pipe sections have been cleaned, flushed, hydrostatically tested, and chemically treated.
- D. Refrigeration System Testing: Provide technicians, instrumentation, tools, and equipment to test performance of chillers, cooling towers, refrigerant compressors and condensers, heat pumps, and other refrigeration systems. The CxA shall determine the sequence of testing and testing procedures for each equipment item and pipe section to be tested.
- E. HVAC&R Distribution System Testing: Provide technicians, instrumentation, tools, and equipment to test performance of air, steam, and hydronic distribution systems; special exhaust; and other distribution systems, including HVAC&R terminal equipment and unitary equipment.
- F. The work included in the commissioning process involves a complete and thorough evaluation of the operation and performance of all components, systems and sub-systems. The following equipment and systems shall be evaluated:
 - 1. Air Handling Units
 - 2. Air Terminal Units
 - 3. Building Automation System (see below)
 - 4. Chilled Water System
 - 5. Kitchen Hood Exhaust

6. Pumps
7. Split system air conditioning units
8. Supply and exhaust fans
9. Testing, Adjusting and Balancing
10. Unit Heaters
11. Variable Frequency Drives (VFD)

3.9 DEFICIENCIES/NON-CONFORMANCE, COST OF RETESTING, FAILURE DUE TO MANUFACTURER DEFECT

- A. Refer to Section 01 91 13 "General Commissioning Requirements" for requirements pertaining to deficiencies/non-conformance, cost of retesting, or failure due to manufacturer defect.

3.10 APPROVAL

- A. Refer to Section 01 91 13 "General Commissioning Requirements" for approval procedures.

3.11 DEFERRED TESTING

- A. Refer to Section 01 91 13 "General Commissioning Requirements" for requirements pertaining to deferred testing.

3.12 OPERATION AND MAINTENANCE MANUALS

- A. The Operation and Maintenance Manuals shall conform to Contract Documents requirements as stated in Section 01 33 00A "O&M Manual Requirements".
- B. Refer to Section "General Commissioning Requirements" for the A/E and CxA roles in the Operation and Maintenance Manual contribution, review and approval process.
- C. An updated as-built version of the control drawings and sequences of operation shall be included in the final controls O&M manual submittal.

3.13 TRAINING OF USING AGENCY PERSONNEL

- A. Refer to Section 01 91 13 "General Commissioning Requirements" for requirements pertaining to training.
- B. Heating and Ventilating Contractors: The heating and ventilating contractors shall have the following training responsibilities:
 1. Provide the CxA with a training plan two weeks before the planned training.
 2. Provide designated Using Agency personnel with comprehensive orientation and training in the understanding of the systems and the operation and maintenance of each piece of HVAC equipment including, but not limited to, all HVAC equipment (ex.

- pumps, heat exchangers, chillers, heat rejection equipment, air conditioning units, air handling units, fans, terminal units, controls, etc.)
3. During any demonstration, should the system fail to perform in accordance with the requirements of the O&M manual or sequence of operations, the system will be repaired or adjusted as necessary and the demonstration repeated.
 4. The appropriate trade or certified factory manufacturer's representative shall provide the instructions on each major piece of equipment. This person may be the start-up technician for the piece of equipment, the installing contractor or manufacturer's representative. Practical building operating expertise, as well as in-depth knowledge of all modes of operation of the specific piece of equipment, is required. More than one party may be required to execute the training.
 5. The controls contractor shall attend sessions other than the controls training, as requested, to discuss the interaction of the controls system as it relates to the equipment being discussed.
 6. The training sessions shall follow the outline in the Table of Contents of the operation and maintenance manual and illustrate whenever possible the use of the O&M manuals for reference.
 7. Training shall include:
 - a. Use of the printed installation, operation and maintenance instruction material included in the O&M manuals.
 - b. A review of the written O&M instructions emphasizing safe and proper operating requirements, preventative maintenance, special tools needed and spare parts inventory suggestions. The training shall include start-up, operation in all modes possible, shut-down, seasonal changeover and any emergency procedures.
 - c. Discussion of relevant health and safety issues and concerns.
 - d. Discussion of warranties and guarantees.
 - e. Common troubleshooting problems and solutions.
 - f. Explanatory information included in the O&M manuals and the location of all plans and manuals in the facility.
 - g. Discussion of any peculiarities of equipment installation or operation.
 - h. The format and training agenda in The HVAC Commissioning Process, ASHRAE Guideline 1.1-2007, is recommended.
 8. Hands-on training shall include start-up, operation in all modes possible, including manual, shut-down and any emergency procedures and preventative maintenance for all pieces of equipment.
 9. The mechanical contractor shall fully explain and demonstrate the operation, function and overrides of any local packaged controls, not controlled by the central control system.
 10. Training shall occur after functional testing is complete, unless approved otherwise by the Using Agency.

- C. Testing Adjusting and Balancing (TAB): The TAB contractor shall have the following training responsibilities:
1. TAB shall meet for 4 hours with Using Agency O&M staff after completion of TAB and instruct them on the following:
 - a. Go over the final TAB report, explaining the layout and meanings of each data type.
 - b. Discuss any outstanding deficient items in control, ducting or design that may affect the proper delivery of air or water.
 - c. Identify and discuss any terminal units, duct runs, diffusers, coils, fans and pumps that are close to or are not meeting their design capacity.
 - d. Discuss any temporary settings and steps to finalize them for any areas that are not finished.
 - e. Other salient information that may be useful for facility operations, relative to TAB.

END 23 08 00

SECTION 230900 - INSTRUMENTATION AND CONTROL FOR HVAC

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. This Section includes open protocol DDC control equipment for HVAC systems and components, including control components for terminal heating and cooling units not supplied with factory-wired controls and make-up water meter.
- B. The intent of this specification is to ensure that the provided solution utilizes an open system communication protocol, so that system data is openly communicated utilizing BACnet protocol communication standards in a non-proprietary format so that other 3rd party client systems can easily identify data points and interoperate. All the existing Virtual Servers' software will be modified with the new points and graphics.

1.3 DEFINITIONS

- A. DDC: Direct digital control.
- B. I/O: Input/output.
- C. BACnet: A communication protocol defined for the Building Automation and Control Network (BACnet) by ASHRAE, SSPC 135-2004 with associated Annex's released to date. BACnet solutions consist of BACnet Client, Server, and Controllers solutions.
- D. MS/TP: Master slave/token passing. BACnet standard for 485 communications
- E. PC: Personal computer.
- F. PID: Proportional plus integral plus derivative.
- G. BACnet/IP - The use of the Ethernet and IP data/network link protocols for the transport of BACnet messages.
- H. BTL - BACnet Testing Laboratory. Provides BACnet conformance testing (e.g., to confirm that a B-BC device meets the minimum requirements for the Building Controller profile as defined in the BACnet standard). If the device passes BTL testing it is said to be "BTL-listed" as, say, a "B-BC device". Also, note that devices tested by an ISO accredited laboratory may also issue a certificate, and be referred to as "BTL-certified" device.

- I. MS/TP - An EIA-485 data link technology unique to and defined by BACnet for the transport of BACnet messages.
- J. PICS – Protocol Implementation Conformance Statement. A BACnet form that must be used for BTL – listing in which the device’s BACnet device profile, required feature choices, and optional features are to be documented.
- K. Thick Client – A PC or Server that must have Operator Interface Software installed on it to perform operator interface functions.

1.4 SYSTEM PERFORMANCE

- A. Comply with the following performance requirements:
 - 1. Graphic Display: Display graphic with minimum 20 dynamic points with current data within 10 seconds.
 - 2. Graphic Refresh: Update graphic with minimum 20 dynamic points with current data within 8 seconds.
 - 3. Object Command: Reaction time of less than two seconds between operator command of a binary object and device reaction.
 - 4. Object Scan: Transmit change of state and change of analog values to control units or Virtual Server within six seconds.
 - 5. Alarm Response Time: Annunciate alarm at Virtual Server within 45 seconds. Multiple Virtual Servers must receive alarms within five seconds of each other.
 - 6. Program Execution Frequency: Run capability of applications as often as five seconds, but selected consistent with mechanical process under control.
 - 7. Performance: Programmable controllers shall execute DDC PID control loops, and scan and update process values and outputs at least once per second.
 - 8. Reporting Accuracy and Stability of Control: Report values and maintain measured variables within tolerances as follows:
 - a. Water Temperature: Plus or minus 1 deg F (0.5 deg C).
 - b. Water Flow: Plus or minus 5 percent of full scale.
 - c. Water Pressure: Plus or minus 2 percent of full scale.
 - d. Space Temperature: Plus or minus 0.36 deg F (0.5 deg C).
 - e. Ducted Air Temperature: Plus or minus 0.35 deg F (0.5 deg C).
 - f. Outside Air Temperature: Plus or minus 0.35 deg F (1.0 deg C).
 - g. Dew Point Temperature: Plus or minus 0.35 deg F (1.5 deg C).
 - h. Temperature Differential: Plus or minus 0.25 deg F (0.15 deg C).
 - i. Relative Humidity: Plus or minus 2 percent.
 - j. Airflow (Measuring Stations): Plus or minus 5 percent of full scale.
 - k. Airflow (Terminal): Plus or minus 10 percent of full scale.
 - l. Air Pressure (Ducts): Plus or minus 0.1-inch wg (25 Pa).
 - m. Carbon Dioxide: Plus or minus 50 ppm.
 - n. Electrical: Plus or minus 5 percent of reading.

1.5 SUBMITTALS

- A. Product Data: Include manufacturer's technical literature for each control device. Indicate dimensions, capacities, performance characteristics, electrical characteristics, finishes for materials, and installation and startup instructions for each type of product indicated.
1. DDC System Hardware: Bill of materials of equipment indicating quantity, manufacturer, and model number. Include technical data for operator Virtual Server equipment, interface equipment, control units, transducers/transmitters, sensors, actuators, valves, relays/switches, control panels, and operator interface equipment.
 2. Control System Software: Include technical data for operating system software, operator interface, color graphics, and other third-party applications.
 3. Controlled Systems: Instrumentation list with element name, type of device, manufacturer, model number, and product data. Include written description of sequence of operation including schematic diagram.
- B. Shop Drawings: Detail equipment assemblies and indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
1. Bill of materials of equipment indicating quantity, manufacturer, and model number.
 2. Schematic flow diagrams showing fans, pumps, coils, all dampers, valves, and control devices.
 3. Wiring Diagrams: Power, signal, and control wiring.
 4. Details of control panel faces, including controls, instruments, and labeling.
 5. Written description of sequence of operation.
 6. Schedule of dampers including size, leakage, and flow characteristics.
 7. Schedule of valves including flow characteristics.
 8. DDC System Hardware:
 - a. Wiring diagrams for control units with termination numbers.
 - b. Schematic diagrams and floor plans for field sensors and control hardware.
 - c. Schematic diagrams for control, communication, and power wiring, showing trunk data conductors and wiring between operator Virtual Server and control unit locations.
 9. Control System Software: List of color graphics indicating monitored systems, data (connected and calculated) point addresses, output schedule, and operator notations.
 10. Controlled Systems:
 - a. Schematic diagrams of each controlled system with control points labeled and control elements graphically shown, with wiring.
 - b. Scaled drawings showing mounting, routing, and wiring of elements including bases and special construction.
 - c. Written description of sequence of operation including schematic diagram. A copy of sequence of operation and schematic diagram shall be placed in all AHU and pump control cabinets.
 - d. Points list.
- C. Data Communications Protocol Certificates: Certify that each proposed DDC system component complies with ASHRAE 135 and that system is Open Protocol.
- D. Software and Firmware Operational Documentation: Include the following:
1. Software operating and upgrade manuals.

2. Program Software Backup: On a magnetic media or compact disc, complete with data files.
 3. Device address list.
 4. Printout of software application and graphic screens.
 5. Software license required by and installed for DDC Virtual Servers and control systems.
- E. Software Upgrade Kit: For Owner to use in modifying software to suit future systems revisions or monitoring and control revisions.
- F. Operation and Maintenance Data: For HVAC instrumentation and control system to include in emergency, operation, and maintenance manuals. In addition to items specified in Division 01 Section "Operation and Maintenance Data," include the following:
1. Maintenance instructions and lists of spare parts for each type of control device and compressed-air station.
 2. Interconnection wiring diagrams with identified and numbered system components and devices.
 3. Keyboard illustrations and step-by-step procedures indexed for each operator function.
 4. Inspection period, cleaning methods, cleaning materials recommended, and calibration tolerances.
 5. Calibration records and list of set points.

1.6 QUALITY ASSURANCE

- A. Installer Qualifications: Automatic control system manufacturer's authorized representative who is trained and approved for installation of system components required for this Project.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.

1.7 DELIVERY, STORAGE, AND HANDLING

- A. Factory-Mounted Components: Where control devices specified in this Section are indicated to be factory mounted on equipment, arrange for shipping of control devices to equipment manufacturer.
- B. System Software: Update to latest version of software at Project completion.

1.8 COORDINATION

- A. Coordinate location of thermostats, humidistats, and other exposed control sensors with plans and room details before installation.
- B. Coordinate supply of conditioned electrical branch circuits for control units and operator Virtual Server.

- C. Coordinate equipment with Division 26 Section "Motor-Control Centers" to achieve compatibility with motor starters and annunciation devices.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

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

2.2 CONTROL SYSTEM

- A. Manufacturers:
 - 1. Honeywell - Local Branch Office (No Substitutions)
 - 2. Johnson Controls Inc.
 - 3. Trane
 - 4. Pre-approved Substitute
- B. Control system shall consist of sensors, indicators, actuators, final control elements, interface equipment, other apparatus, accessories, and software connected to distributed controllers operating in multiuser, multitasking environment on token-passing network and programmed to control mechanical systems. An operator Virtual Server permits interface with the network via dynamic color graphics with each mechanical system, building floor plan, and control device depicted by point-and-click graphics.

2.3 DDC EQUIPMENT

- A. Control Units: Modular, comprising processor board with programmable, nonvolatile, random-access memory; local operator access and; integral interface equipment; and backup power source.
 - 1. Units monitor or control each I/O point; process information; execute commands from other control units, devices, and operator stations; and download from or upload to operator Virtual Server.
 - 2. Stand-alone mode control functions operate regardless of network status. Functions include the following:
 - a. Global communications.
 - b. Discrete/digital, analog, and pulse I/O.
 - c. Monitoring, controlling, or addressing data points.
 - d. Software applications, scheduling, and alarm processing.
 - e. Testing and developing control algorithms without disrupting field hardware and controlled environment.
 - 3. Standard Application Programs:
 - a. Electric Control Programs: Demand limiting, duty cycling, automatic time scheduling, start/stop time optimization, night setback/setup (only for units serving

- support areas), on-off control with differential sequencing, staggered start, antishort cycling, PID control, DDC with fine tuning, and trend logging.
- b. HVAC Control Programs: Optimal run time, supply-air reset, and enthalpy switchover.
- c. Chiller Control Programs: Control function of condenser-water reset, chilled-water reset, tertiary pumps reset, and equipment sequencing.
- d. Programming Application Features: Include trend point; alarm processing and messaging; daily, weekly, monthly, and annual scheduling; energy calculations; run-time totalization; and security access.
- e. Remote communications.
- f. Maintenance management.
- g. Units of Measure: Inch-pound.
- h. Service Intervals based on run time/operating hours.
- 4. Local operator interface provides for download from or upload to operator Virtual Server or diagnostic terminal unit.
- 5. Contractor shall meet with Owner after 90 days of operation to review system and make any necessary changes.
- 6. BACnet Compliance: DDC equipment shall be BTL- listed BACnet communicating Direct Digital Control (DDC) Controllers.
- B. Local Control Units: Modular, comprising processor board with electronically programmable, nonvolatile, read-only memory; and backup power source. When power is restored, all affected hardware shall return to normal without Owner intervention.
 - 1. Units monitor or control each I/O point, process information, and download from or upload to operator Virtual Server or diagnostic terminal unit.
 - 2. Stand-alone mode control functions operate regardless of network status. Functions include the following:
 - a. Global communications.
 - b. Discrete/digital, analog, and pulse I/O.
 - c. Monitoring, controlling, or addressing data points.
 - 3. Local operator interface provides for download from or upload to operator Virtual Server or diagnostic terminal unit.
 - 4. Network Connection – Control Units shall connect to the site’s Virtual Servers via IP ports on the Customer’s Lan (VLAN). BACnet Compliance: Control units shall be BTL - listed BACnet communicating Operator Interface software, conventional electric/electronic controls, and equipment-mounted controls
- C. I/O Interface: Hardwired inputs and outputs may tie into system through controllers. Protect points so that shorting will cause no damage to controllers.
 - 1. Binary Inputs: Allow monitoring of on-off signals without external power.
 - 2. Pulse Accumulation Inputs: Accept up to 10 pulses per second.
 - 3. Analog Inputs: Allow monitoring of low-voltage (0- to 10-V dc), current (4 to 20 mA), or resistance signals.
 - 4. Binary Outputs: Provide on-off or pulsed low-voltage signal, selectable for normally open or normally closed operation with three-position (on-off-auto)
 - 5. Analog Outputs: Provide modulating signal, either low voltage (0- to 10-V dc) or current (4 to 20 mA) Tri-State Outputs: Provide two coordinated binary outputs for control of three-point, floating-type electronic actuators.
 - 6. Universal I/Os: Provide software selectable binary or analog outputs.

- D. Power Supplies: Transformers with Class 2 current-limiting type or overcurrent protection; limit connected loads to 80 percent of rated capacity. DC power supply shall match output current and voltage requirements and be full-wave rectifier type with the following:
 - 1. Output ripple of 5.0 mV maximum peak to peak.
 - 2. Combined 1 percent line and load regulation with 100-mic.sec. response time for 50 percent load changes.
 - 3. Built-in overvoltage and overcurrent protection and be able to withstand 150 percent overload for at least 3 seconds without failure.

- E. Power Line Filtering: Internal or external transient voltage and surge suppression for Virtual Servers or controllers with the following:
 - 1. Minimum dielectric strength of 1000 V.
 - 2. Maximum response time of 10 nanoseconds.
 - 3. Minimum transverse-mode noise attenuation of 65 dB.
 - 4. Minimum common-mode noise attenuation of 150 dB at 40 to 100 Hz.

2.4 SYSTEM SOFTWARE

- A. General:
 - 1. Contractor shall provide all software required for efficient operation of all functions required by this specification. Software shall be modular in design for flexibility in expansion or revision of the system. Software shall, as a minimum, include:
 - a. Complete database entry.
 - b. Configuration of all application programs to provide the sequence of operation indicated.
 - c. Complete graphics package, including graphics floor plans and individual graphics, for each system.
 - d. Alarm limits and alarm messages for all critical and non-critical alarms.
 - e. Configuration of all reports and point summaries indicated.
 - 2. System software shall be complete such that each control loop shall function as specified in the Sequence of Operation.
 - 3. Building control system manufacturer shall be required to write the software program and test the operation of every control loop. A letter certifying that the system is ready for inspection shall be submitted to the engineer prior to the controllers being shipped to the field. The Engineer may at his option visit the contractor's office and witness proper operation of each control loop prior to shipping from the contractor's point of fabrication. The control contractor shall provide a means of simulating every input to the system as a requirement for debugging the software. Prior to shipping of the microprocessor controller, the debugged software shall be transmitted to the owner for approval.
 - 4. After all field connections have been made and control power is available in the control panel, the owner shall be notified and the control system shall be energized. Any required reloading of the software shall be performed and start-up of the mechanical system and building control system shall commence.
 - 5. Building control contractor shall be responsible for all necessary revisions to the software as required to provide a complete and workable system consistent with the letter and intent of the specification. All control performance criteria are specified in the Sequence of Operations section of the specification.

6. After the system has operated properly for 90 days following start-up of the final component of the heating and air conditioning systems, an as-built copy of the software shall be transmitted to the owner for permanent record purposes. Any software upgrading or enhancements to improve the system operation or as required for proper operation of the system during the first year of operation is the responsibility of the building control system contractor. Any changes to the software shall be immediately transmitted to the Owner.
 7. The Building DDC Controllers shall Communicate via the customer furnish LAN/WAN. Virtual Server computers will supervise the remote panels and alarm if the communication is lost as well as any control function alarm. The Server computer will also be the area of trending archives.
 8. Software required to provide the initial operation routines shall not consume more than 70% of the programmable capability of the controller.
 9. Software shall be provided in these five categories:
 - a. System executive software.
 - b. Software for user control over system configuration at the Central Site location, and by Maintenance Personnel in the field.
 - c. Facility monitoring functions.
 - d. Direct digital control.
 - e. Application software.
 10. Each category of software shall consist of interactive software modules. Each module shall have an associated priority level and shall execute as determined by the program controller as defined in the real time operating system.
 11. Building operator shall be able to communicate and direct all control functions through the use of a 2-button "mouse" operator interface to monitor and control all functions and sequences within the system.
 12. Central site shall allow receipt of alarms and messages while in a functional mode other than energy management. I.e. incoming alarms shall be displayed while the operator is in a word processing, spreadsheet or other operating mode. The system must automatically switch from a non- energy management mode, respond to an alarm, and return to the exact position left in the previous functional mode.
 13. Central site must be able to generate standard ASCII file formats to allow use with third-party software (**Microsoft Excel**) to generate and store owner-designed reports.
- B. Systems Software:
1. Central site shall display graphically, in up to 64 different colors, the following system information:
 - a. Floor plan maps shall show heating and cooling zones throughout the buildings in a range of colors which provide a visual display of temperature relative to their respective setpoints. The colors shall be updated dynamically as zones' comfort condition change. Locations of space sensors shall also be shown for each zone. Identification nomenclature to match physical labels on devices in the spaces. Setpoint adjustment and color band displays shall be provided as specified.
 - b. Mechanical system graphics shall show the type of mechanical system components serving any zone through the use of a pictorial representation of components. It shall also provide a current status of all I/O points being controlled and applicable to each piece of equipment including analog readouts in appropriate engineering units at appropriate locations on the graphic representation.

- c. Overrides or manual commands shall have a "time out" option.
 - d. The following information shall be selected from a "pop- up" menu available on various graphics:
 - 1) Alarms.
 - 2) Messages.
 - 3) Module Status.
 - 4) Programming Parameters.
 - 5) Quit.
 - 6) Schedules.
 - 7) Schedule Graphs.
 - 8) Schedule Groups.
 - 9) Setpoints.
 - 10) Trends.
 - 11) Utilities.
 - e. Programming, scheduling and set-point changes shall be accessible for modification on each menu for the associated equipment. Operator shall be able to automatically download changes from the server to the appropriate program for the equipment being controlled. Operator shall be able to upload information from the field modules to the server.
2. Input Format:
- a. Allowable operators, as defined under user access, shall be able to control system functions by their inputs at an appropriate user terminal. Primary operator interface shall be via two button mouse.
3. Verification of Operator Input:
- a. System shall acknowledge all inputs as functions or commands to be performed. System's handling of operator inputs, such as requests to start a motor, output a log, change a time program, acknowledge an alarm, or do any of the other commands described in this specification, shall be in a similar format.
4. Operator Commands:
- a. All operator commands shall be in graphics data base and menu driven. After the operator selects the desired object item or menu, the system shall display either the status of selected object item or the allowable options available. Upon entry of a command to the point or points desired as described above, the system shall, before performing any command requested and any entered data. System shall include error monitoring software for user's input error.
5. Output Format:
- a. The system shall operate on a System Format basis, regardless of the manner or hardware configuration in which the data is acquired. A "system" shall consist of a logical grouping of data points, related to a piece of mechanical equipment, an energy distribution system, or an architectural area. For example, in some cases, it may be desired to display, as a single system, a space temperature with its associated air handling unit, and in other cases to display all space temperatures on a floor or in a building. The DDC shall allow such determinations to be made without regard to the physical hardware locations of a point or group of points. Likewise, the system shall accommodate future changes of system grouping and operations without field hardware changes.
 - b. All displays and logs shall contain a header line indicating date, day-of-week, and time.

- c. All output displays or logs of a point or group of points shall contain, as a minimum, the following information:
 - 1) Graphic presentation of the System.
 - 2) User name of point.
 - 3) Point descriptor.
 - 4) Current value/status.
 - 5) Associated engineering units.
 - 6) Alarm description.
 - d. User names, point descriptors, and engineering units shall be operator definable on a per point basis.
6. Set points:
- a. System shall utilize a contiguous band of colors each corresponding to actual zone temperatures relative to the desired heating and cooling setpoints. The ideal temperature shall be shown as a green color band. This color band corresponds to the dead band between the onset of mechanical heating or cooling. Temperatures warmer than ideal shall be shown in orange.
 - b. Temperatures cooler than ideal shall be blue. All alarm colors shall be in red.
 - c. System shall be capable of utilizing the mouse operator interface device to change individual zone temperature setpoints. The change shall be accomplished by pointing to a graphic temperature bar and by depressing a button, moving the mouse cursor to an increased or decreased temperature set-point within that zone. System shall also be capable of utilizing the mouse interface device or a conventional keyboard to change a numeric temperature set-point value instead of utilizing the graphic temperature bar. Floor plan graphic shall then be able to change colors on a zone by zone basis to reflect the actual temperature in each zone relative to the changed desired heating or cooling set-point.
 - d. System shall be capable of globally changing all setpoints or a customized group of setpoints which can be created/modified as needed by authorized users. The global change capability shall be accessed via a "pop up menu" called by depressing a button on the mouse.
 - e. Graphics shall be provided at remote building for both north and south tertiary CHW pumps.

G

Main greeting page will have links for all building monitored for quick access.

Once a building is selected a picture of the building will be displayed along with a menu of all systems controlled from this section. There will also be links for the floor plans.

Once the floor plan has been chosen, the selected graphic page will display the architectural floor plan. This plan will have temperature readings and Setpoints of all VAV's within this floor. There will also be links or buttons depicting the location and equipment number that is serving that area. This link will hyperlink into the graphic of the AHU. The temperature and setpoint reading will hyperlink to the selected VAV graphic for further review. If the floor has too many VAV data readings to display for an easy reading the floor plan may be broken into sections so that the view is easily readable.

Graphical VAV – The VAV box will be a graphical representation of a VAV box. The data shown on the box will be as follows:

Box Flow

Box Flow Trend hyperlink

Box Flow Setpoint

Box Flow Trend hyperlink

Box Flow Min Setpoint
Box Flow Max Setpoint
Box Flow Reheat Min Setpoint (if applicable)
Reheat Stage Commands (if applicable)
Supply Air Temperature (with reheat)
Room Setpoint
Room Setpoint Trend hyperlink
Room Temperature
Room Temperature Trend hyperlink
Room Humidity (If applicable)
Room Humidity Trend hyperlink
Room Humidity Setpoint (if applicable)
Room Humidity Setpoint Trend hyperlink
All points above to show a different status color if overridden
Graphical AHU – The AHU will be a graphical representation of the physical air handling unit specified. The data will be located on the AHU as physically located on the unit. The data on the AHU will be as follows:
Schedule for Unit hyperlink – link to the scheduling editor
Schedule for Ventilation hyperlink – link to the scheduling editor.
Occupied/Unoccupied status for each schedule
Fan command
Fan status
Fan speed
Fan VFD alarm
Temperature sensors as specified in the control sequence of operation and trending points
All setpoints as specified in the sequence of operation
Example – VAV AHU will have a supply air temperature and setpoint
Supply air static and trend hyperlink
Supply air static Setpoint and trend hyperlink
Return air damper position
Outside air damper position
Outside air flow and trend hyperlink
Outside air flow setpoint and trend hyperlink
Outside air heater command
Outside air heater setpoint
Any misc points needed from a sequence of operation
All points above to show a different status color if overridden
Graphical Chiller plant – The plant will be a graphical representation of the physical chiller plant as specified and installed. The data will be located on the graphical screen as physically installed in the plant.
All Chiller interface data
Enable/Disable of Chillers and isolation valves
Primary pump command and status
Secondary Pump command, status, speed, and general alarm from the VFD.
Flow meters
Temperature sensors

Misc. Points and graphical screens

Graphical representation of text on the screens – The text blocks will have an opposing color for easier reading

Graphical representation of the trends – each point to be trended will have an icon next to the point being trended. This icon will hyperlink to the trending chart builder for the individual trend screen. A trend icon on the main building screen will be a trendchart builder. This trend builder will allow to select multiple trends from a list, pick whether recent trending data or archived (in the server), date range, etc. Then after selection the trend chart builder will compile the data and build the trend for viewing or exporting to a spread sheet. This all happens with a standard web browser.

A text block for an overridable point shall be highlighted when a mouse is scrolled over an object. When the text block and or pint is overridden the graphical point will turn to a different color. This allows for easy viewing of which points are overridden on a graphic screen.

7. User Access Restriction. Operator sign-on shall require an assignable password. Passwords shall have six (6) levels of system access **or user defined:**
 - a. Level 1 - Trainee: The level shall allow readout of data only. System shall display all operation data base.
 - b. Level 3 - Maintenance 1: This level shall allow all of Level 2 functions plus the changing of all schedules.
 - c. Level 2 - Maintenance 2: This level shall allow performance of Level 1 functions plus the changing of all set points.
 - d. Level 4 - Supervisor: This level shall allow performance of Level 3 functions plus the changing of all system parameters.
 - e. Level 5 - System Programmer: This level shall allow performance of Level 4 functions plus the modifying the system configuration.
 - f. Level 6 - System Manager: This level shall allow performance of Level 5 functions plus the changing of passwords.
8. Power Failure/Automatic Restart:
 - a. Power failures shall cause the system to go into an orderly shutdown with no loss of program memory.
 - b. Upon resumption of power, the system shall automatically restart and send alarm with the time and date of the power failure and restoration at the Central Site. "Restart" program shall automatically restart affected field equipment. Operator shall be able to define an automatic power up time delay for each piece of equipment under control.
 - c. User Control Over System Configuration:
 - 1) Database Creation and Modification. All changes shall be done utilizing standard procedures and be capable of being done while the system is on-line and operational. The system shall allow changes to be made through the portable operator terminal and form the central site. To aid the user, instructive prompting software shall be provided.
 - 2) System shall permit the operator, with proper password, to perform as a minimum the following:
 - a) Add and delete points.
 - b) Modify point parameters.
 - c) Create and modify control sequences.
 - d) Reconfigure application programs.
 - e) Add and/or modify graphics.

- 3) All data points within the database shall be completely accessible as independent or dependent variables for custom programming, calculation, interlocking, or manipulation.
- 4) Graphics Software:
 - a) Graphics software shall permit the easy construction of infinitely variable shapes and sizes through the use of the mouse pointing device.
 - b) A selection of 64 colors and various fill textures, line types and text styles shall all be accessible through the use of the mouse interface. The software shall resemble many of the computer aided design programs currently available and allow graphics to be easily moved, edited, added or deleted.
 - c) Graphics software shall be fully implemented and operational to accomplish the following:
 - d) 1. Create a new graphic picture.
 - e) 2. Modify a portion of a graphic picture.
 - f) 3. Delete a graphic picture, or any portion thereof.
 - g) 4. Call up a graphic picture.
 - h) 5. Cancel the display of a graphic picture.
 - i) 6. Assign conditions which automatically initiate the display.
 - j) 7. Overlay alphanumeric and graphics.
 - k) 8. Save the graphic picture.
 - l) 9. Display latest process data fully integrated with the graphic display
 - m)
- d. Facility Management Functions:
 - 1) Trend Logging:
 - a) System shall be able to trend and display either numerically or graphically any analog or digital points in the system.
 - b) System shall be able to simultaneously graphically display any two trended points within a module function block or any point in the module versus the outside air temperature, enthalpy or relative humidity.
 - c) Each field module shall be capable of storing the most recent 60 samples for each single trend point or the most recent 30 samples for each of two trended points from one module function block.
 - d) Each module shall be capable of automatically uploading on a daily basis all accumulated trend data to the central site for permanent storage on hard disk.
 - 2) Run Time:
 - a) System shall provide run time information for all digital output and input points on command from the operator. Maximum run time limits shall be operator definable and shall be capable of automatically issuing a **visual** when the run time maximum is exceeded. Operator shall be able to reset the run time accumulator.
 - b) Run time hours and start time date shall be retained in non-volatile module memory.

- c) Each module shall be capable of automatically uploading all accumulated data to the central site for permanent storage on hard disk.
- 3) Alarm Conditions and Maintenance Messages:
 - a) Central site shall allow receipt of alarms and messages. i.e., Incoming alarms shall be displayed **and generate an audible alarm** while the operator is utilizing another mode such as word processing and allow the operator to automatically return to word processing after the alarm is received.
 - b) System shall distinguish between alarms and messages with alarms having a higher priority.
 - c) System shall be capable of calling up to three different remote locations to deliver an alarm or message **through E-Mail, E-Page or alphanumeric page**. Operator shall determine if alarms or messages are to be based on temperature limit, status or off-normal reporting.
 - d) System shall be capable of printing maintenance messages when run time accumulation maximum limits are exceeded.
 - e) Text for operator alarm and messages shall be operator definable. System shall be capable of storing at least 100 messages each of any length. Generic messages used for multiple points throughout the system shall only count as one message. In the event the central site is powered down, alarms shall be stored in the modules until the central site is restored.
 - f) Central site shall be capable of transferring all alarms to hard disk for storage.
- 4) Reports and Archiving:
 - a) Field modules shall be capable of calling the central site during off peak phone rate hours to automatically upload all current and accumulated data. This shall be delivered to the central site for printing and/or permanent storage on hard disk. The system shall further be capable of transferring hard disk information onto a CD or USB external drive for remote site storage.
 - b) System shall be capable of reporting and archiving the following information as a minimum:
 - 5) Outside air temperature history and degree day history.
 - 6) Electric demand and usage history.
 - 7) All trended points.
 - 8) All alarms and messages.
 - 9) Equipment runtime information.
 - a) The system shall also provide the following additional reports for which archiving is not applicable:
 - b) All points summary.
 - c) Building operating schedules.
 - d) Printout of any graphic screen.
 - e) System shall be capable of providing all points summaries on a hierarchical basis. e.g., only the points associated with a particular graphic shall be selectable and printed. For example, if the operator is viewing an air handling unit (AHU), he may request an all points

summary at this level and receive only the points associated with the AHU. If the building is being viewed and an all points summary selected, all building points will be listed. Similarly, the system shall print building operating schedules pertinent to the graphic level being viewed. e.g., if a zone or tenant zone group is being viewed on the graphic display, then the system shall be capable of printing the building operating schedules for the zone or tenant zone group. If the entire building graphic is being viewed, the system shall be capable of printing schedules at the building level. All systems reports shall be capable to being viewed at the operators' terminal and printed at the operator's discretion.

- e. Direct Digital Control Software:
 - 1) System shall continuously perform DDC functions at the local DDC controller in a stand-alone mode. The operator shall be able to design and modify the control loops to meet the requirements of the system being operated. Operators shall use system provided displays for tuning of PID loops. These displays shall include the past three input variable values, the set point for the loop as well as the sample interval and the results of the proportional, integral and derivative effects of the final output.
 - 2) Each Controller shall perform the following functions:
 - a) Identify and report alarm conditions.
 - b) Execute DDC algorithms.
 - c) Execute all application programs indicated on the I/O Summary table.
 - d) Trend and store data.
 - 3) In the event of a Controller failure, all points under its control shall be commanded to the failure mode.
 - 4) All DDC software shall reside in the respective DDC Controller.
- f. Application Software:
 - 1) Application software shall be as required to produce the sequence of operation specified.

2.5 ELECTRONIC SENSORS

- A. Description: Vibration and corrosion resistant; for wall, immersion, or duct mounting as required.
- B. Temperature Sensors: 20K resistor style.
 - 1. Accuracy: Plus or minus 0.35 deg F (0.2 deg C) at calibration point.
 - 2. Wire: Twisted, shielded-pair cable.
 - 3. Insertion Elements in Ducts: Single point, 8 inches (200 mm) long; use where not affected by temperature stratification or where ducts are smaller than 9 sq. ft. (0.84 sq. m).
 - 4. Averaging Elements in Ducts: 36 inches (915 mm) long, flexible; use where prone to temperature stratification or where ducts are larger than 10 sq. ft. (1 sq. m).
 - 5. Insertion Elements for Liquids: Brass or stainless-steel socket with minimum insertion length of 2-1/2 inches (64 mm).
 - 6. Room Sensor Cover Construction: Manufacturer's standard covers.

- a. Thermometer: Digital temperature display.
 - b. Color: Beige
 - c. Orientation: Vertical.
 - d. Occupancy Override: Exposed only for support offices.
 7. Outside-Air Sensors: Watertight inlet fitting, shielded from direct sunlight.
- C. Humidity Sensors: Bulk polymer sensor element.
1. Accuracy: 2 percent full range with linear output.
 2. Room Sensor Range: 0 to 100 percent relative humidity.
 3. Room Sensor Cover Construction: Manufacturer's standard covers.
 - a. Set-Point Adjustment: Concealed.
 - b. Set-Point Indication: Exposed.
 - c. Humidity: Digital humidity display
 - d. Color: Beige.
 - e. Orientation: Vertical.
 4. Calibration: Single point.
- D. Pressure Transmitters/Transducers:
1. Static-Pressure Transmitter: Nondirectional sensor with suitable range for expected input, and temperature compensated.
 - a. Accuracy: 2 percent of full scale with repeatability of 0.5 percent.
 - b. Output: 4 to 20 mA.
 - c. Building Static-Pressure Range: 0- to 0.25-inch wg (0 to 62 Pa).
 - d. Duct Static-Pressure Range: 0- to 5-inch wg (0 to 1240 Pa).
 2. Water Pressure Transducers: Stainless-steel diaphragm construction, suitable for service; minimum 150-psig (1034-kPa) operating pressure; linear output 4 to 20 mA.
 3. Water Differential-Pressure Transducers: Stainless-steel diaphragm construction, suitable for service; minimum 150-psig (1034-kPa) operating pressure and tested to 300-psig (2070-kPa); linear output 4 to 20 mA.
 4. Differential-Pressure Switch (Air or Water): Snap acting, with pilot-duty rating and with suitable scale range and differential.
 5. Pressure Transmitters: Direct acting for gas, liquid, or steam service; range suitable for system; linear output 4 to 20 mA.
- E. Room sensor accessories include the following:
1. Guards: Metal wire, tamperproof for sensors located in gymnasiums, locker room, corridors, cafeteria, media center and multipurpose rooms.

2.6 STATUS SENSORS

- A. Status Inputs for Fans: Differential-pressure switch with pilot-duty rating and with adjustable range of 0- to 5-inch wg (0 to 1240 Pa).
- B. Status Inputs for Pumps: Differential-pressure switch with pilot-duty rating and with adjustable pressure-differential range of 8 to 60 psig (55 to 414 kPa), piped across pump.

- C. Current Switches: Self-powered, solid-state with adjustable trip current, selected to match current and system output requirements.
- D. Electronic Valve/Damper Position Indicator: Visual scale indicating percent of travel and 2- to 10-V dc, feedback signal.
- E. Water-Flow Switches: Bellows-actuated mercury or snap-acting type with pilot-duty rating, stainless-steel or bronze paddle, with appropriate range and differential adjustment, in NEMA 250, Type 1 enclosure.

2.7 GAS DETECTION EQUIPMENT

- A. Carbon Dioxide Sensor and Transmitter: Single detectors using solid-state infrared sensors; suitable over a temperature range of 23 to 130 deg F (minus 5 to plus 55 deg C) and calibrated for 0 to 2 percent, with continuous or averaged reading, 4- to 20-mA output, for wall mounting.

2.8 FLOW MEASURING STATIONS

- A. Duct Airflow Station: Thermal Dispersion Technology.
 - 1. Manufacturers:
 - a. Ebtron.
 - b. Tekair.
 - 2. Each measuring device shall consist of one or more multi-point measuring probes and single microprocessor-base transmitter. Each transmitter shall have an LCD display capable of displaying airflow and temperature. Airflow shall be field configurable to display as a velocity or volumetric rate. Each transmitter shall operate at 24V.
 - 3. Each sensing point shall independently determine the airflow rate and temperature, which shall be equally weighted and average by the transmitter prior to the output. Devices, which average multiple non-linear sensing points signals, are not acceptable. Pitot tubes arrays are not acceptable.
 - 4. The operation air flow range shall be 0 – 5,000 FPM.
 - 5. The operation temperature range for the measuring probes shall be -20°F to 160°F.
 - 6. Accuracy: Each independent airflow sensor shall have a laboratory accuracy of $\pm 2\%$ and each independent temperature sensor shall have a laboratory accuracy of $\pm 0.15^\circ\text{F}$.
 - 7. The transmitter shall be capable of communicating with the host controls using the following interface options:
 - a. Linear analog output signal: Field selectable, fuse protected and isolated, 0-10VDC and 4-20mA (4-wire).
- B. Pipe Flow Metter: Electromagnetic Flow Meter.
 - 1. Manufacturer:
 - a. Onicon.
 - 2. Accuracy: $\pm 1.0\%$ of reading at calibration velocity.
 - 3. Sensing Method: Electromagnetic sensing (no moving parts).
 - 4. Pipe Size Range: 3” through 72”.
 - 5. Supply Voltage: 24 V AC/DC at 250 mA.

6. Liquid Temperature Range: 15°F to 250°F peak.
7. Operating Pressure: 400 psi.

2.9 ENERGY METER

A. BTU Meter.

1. Manufacturer:
 - a. Onicon
2. Accuracy: Differential temperature accuracy $\pm 0.15^{\circ}\text{F}$.
3. Memory: Non-volatile EEPROM memory retains all parameters and totalized values in the event of power loss.
4. Flow meter: Flow meter by Onicon. Flow meter shall meet the requirements of section 2.7.C on these specifications.
5. Temperature sensors: Solid state sensors.
6. Temperature Range: 32°F to 200°F.
7. Display: Alphanumeric LCD display total energy, total flow, energy rate, flow rate, supply temperature and return temperature.
8. Output Signal: BACnet.

2.10 THERMOSTATS

- ### A. Line-Voltage, On-Off Thermostats: Bimetal-actuated, open contact or bellows-actuated, enclosed, snap-switch or equivalent solid-state type, with heat anticipator; listed for electrical rating of 125% of service equipment; with exposed set-point adjustment, 55 to 85 deg F (13 to 30 deg C) set-point range, and 2 deg F (1 deg C) maximum differential.

2.11 ACTUATORS

- ### A. Electric Motors: Size to operate with sufficient reserve power to provide smooth modulating action or two-position action.

1. Permanent Split-Capacitor or Shaded-Pole Type: Gear trains completely oil immersed and sealed. Equip spring-return motors with integral spiral-spring mechanism in housings designed for easy removal for service or adjustment of limit switches, auxiliary switches, or feedback potentiometer.
2. Nonspring-Return Motors for Valves Larger Than NPS 2-1/2 (DN 65): Size for running torque of 150 in. x lbf (16.9 N x m) and breakaway torque of 300 in. x lbf (33.9 N x m).
3. Spring-Return Motors for Valves Larger Than NPS 2-1/2 (DN 65): Size for running and breakaway torque of 150 in. x lbf (16.9 N x m).
4. Nonspring-Return Motors for Dampers Larger Than 25 Sq. Ft. (2.3 sq. m): Size for running torque of 150 in. x lbf (16.9 N x m) and breakaway torque of 300 in. x lbf (33.9 N x m).
5. Spring-Return Motors for Dampers Larger Than 25 Sq. Ft. (2.3 sq. m): Size for running and breakaway torque of 150 in. x lbf (16.9 N x m).

- ### B. Electronic Actuators: Direct-coupled type designed for minimum 60,000 full-stroke cycles at rated torque.

1. Manufacturers:

- a. Belimo Aircontrols (USA), Inc.
- b. Schneider Electric Dura Drive
- c. Honeywell
2. Valves: Size for torque required for valve close off at maximum pump differential pressure.
3. Dampers: Size for running torque calculated as follows:
 - a. Parallel-Blade Damper with Edge Seals: 7 inch-lb/sq. ft. (86.8 kg-cm/sq. m) of damper.
 - b. Opposed-Blade Damper with Edge Seals: 5 inch-lb/sq. ft. (62 kg-cm/sq. m) of damper.
 - c. Parallel-Blade Damper without Edge Seals: 4 inch-lb/sq. ft (49.6 kg-cm/sq. m) of damper.
 - d. Opposed-Blade Damper without Edge Seals: 3 inch-lb/sq. ft. (37.2 kg-cm/sq. m) of damper.
 - e. Dampers with 2- to 3-Inch wg (500 to 750 Pa) of Pressure Drop or Face Velocities of 1000 to 2500 fpm (5 to 13 m/s): Increase running torque by 1.5.
 - f. Dampers with 3- to 4-Inch wg (750 to 1000 Pa) of Pressure Drop or Face Velocities of 2500 to 3000 fpm (13 to 15 m/s): Increase running torque by 2.0.
4. Coupling: V-bolt and V-shaped, toothed cradle.
5. Overload Protection: Electronic overload or digital rotation-sensing circuitry.
6. Fail-Safe Operation: Mechanical, spring-return mechanism. Provide external, manual gear release on nonspring-return actuators.
7. Power Requirements (Two-Position Spring Return): 24-V ac.
8. Power Requirements (Modulating): Maximum 10 VA at 24-V ac or 8 W at 24-V dc.
9. Proportional Signal: 2- to 10-V dc or 4 to 20 mA, and 2- to 10-V dc position feedback signal.
10. Temperature Rating: Minus 22 to plus 122 deg F (Minus 30 to plus 50 deg C).
11. Temperature Rating (Smoke Dampers): Minus 22 to plus 250 deg F (Minus 30 to plus 121 deg C).
12. Run Time: 12 seconds open, 5 seconds closed.

2.12 CONTROL VALVES

- A. Manufacturers:
 1. Belimo.
 2. Schneider Electric
 3. Honeywell
- B. Control Valves: Factory fabricated, of type, body material, and pressure class based on maximum pressure and temperature rating of piping system, unless otherwise indicated.
- C. Ball Valves: NPS 2 and Smaller: Two-Piece, Copper-Alloy Ball Valves: Brass or bronze body with full or regular-port, chrome-plated bronze ball; PTFE or TFE seats; and **600-psig (4140-kPa)** minimum CWP rating and blowout-proof stem. NPS 2-1/2 and Larger: Class 150, ferrous alloy.

- D. Butterfly Valves: 200-psig (1380-kPa), 150-psig (1034-kPa) maximum pressure differential, ASTM A 126 cast-iron or ASTM A 536 ductile-iron body and bonnet, extended neck, stainless-steel stem, field-replaceable EPDM or Buna N sleeve and stem seals.
 - 1. Body Style: Wafer or Grooved.
 - 2. Disc Type: Nickel-plated ductile iron.
 - 3. Sizing: 1-psig (7-kPa) maximum pressure drop at design flow rate.
 - 4.
- E. Terminal Unit Control Valves: Bronze body, bronze trim, two or three ports as indicated, replaceable plugs and seats, and union and threaded ends.
 - 1. Rating: Class 125 for service at 125 psig (860 kPa) and 250 deg F (121 deg C) operating conditions.
 - 2. Sizing: 3-psig (21-kPa) maximum pressure drop at design flow rate, to close against pump shutoff head.
 - 3. Flow Characteristics: Two-way valves shall have equal percentage characteristics; three-way valves shall have linear characteristics.

2.13 DAMPERS

- A. Dampers: AMCA-rated, opposed blade design; 0.108-inch- (2.8-mm-) minimum thick, galvanized-steel or 0.125-inch- (3.2-mm-) minimum thick, extruded-aluminum frames with holes for duct mounting; damper blades shall not be less than 0.064-inch- (1.6-mm-) thick galvanized steel with maximum blade width of 8 inches (200 mm) and length of 48 inches (1220 mm).
 - 1. Secure blades to 1/2-inch- (13-mm-) diameter, zinc-plated axles using zinc-plated hardware, with oil-impregnated sintered bronze blade bearings, blade-linkage hardware of zinc-plated steel and brass, ends sealed against spring-stainless-steel blade bearings, and thrust bearings at each end of every blade.
 - 2. Operating Temperature Range: From minus 40 to plus 200 deg F (minus 40 to plus 93 deg C).
 - 3. Edge Seals, Standard Pressure Applications: Closed-cell neoprene.
 - 4. Edge Seals, Low-Leakage Applications: Use replaceable rubber blade seals and spring-loaded stainless-steel side seals, rated for leakage at less than 10 cfm per sq. ft. (50 L/s per sq. m) of damper area, at differential pressure of 4-inch wg (1000 Pa) when damper is held by torque of 50 in. x lbf (5.6 N x m); when tested according to AMCA 500D.

2.14 CONTROL CABLE

- A. Electronic and fiber-optic cables for control wiring are specified in Division 27 Section "Data Communications Integrations."

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that power supply is available to control units and operator Virtual Server.

3.2 INSTALLATION

- A. Install software in control units and operator Virtual Server(s). Implement all features of programs to specified requirements and as appropriate to sequence of operation.
- B. Connect and configure equipment and software to achieve sequence of operation specified.
- C. Verify location of thermostats, humidistats, and other exposed control sensors with Drawings and room details before installation. Install devices 48 inches (1220 mm) above the floor.
 - 1. Install averaging elements in ducts and plenums in crossing or zigzag pattern.
- D. Install damper motors on outside of duct in warm areas, not in locations exposed to outdoor temperatures.
- E. Install labels and nameplates to identify control components according to Division 23 Section
- F. Install duct volume-control dampers according to Division 23 Sections specifying air ducts.

3.3 ELECTRICAL WIRING AND CONNECTION INSTALLATION

- A. Install raceways, boxes, and cabinets according to Division 26 Section "Raceway and Boxes for Electrical Systems."
- B. Install building wire and cable according to Division 26 Section "Low-Voltage Electrical Power Conductors and Cables."
- C. Install signal and communication cable according to Division 27 Sections "Communications Horizontal Cabling."
 - 1. Conceal cable, except in mechanical rooms and areas where other conduit and piping are exposed.
 - 2. Install exposed cable in raceway.
 - 3. Install concealed cable in raceway.
 - 4. Bundle and harness multiconductor instrument cable in place of single cables where several cables follow a common path.
 - 5. Fasten flexible conductors, bridging cabinets and doors, along hinge side; protect against abrasion. Tie and support conductors.
 - 6. Number-code or color-code conductors for future identification and service of control system, except local individual room control cables.
 - 7. Install wire and cable with sufficient slack and flexible connections to allow for vibration of piping and equipment.
- D. Connect manual-reset limit controls independent of manual-control switch positions. Automatic duct heater resets may be connected in interlock circuit of power controllers.
- E. Connect hand-off-auto selector switches to override automatic interlock controls when switch is in hand position.

3.4 FIELD QUALITY CONTROL

- A. Manufacturer's Field Service: Engage a factory-authorized service representative to inspect, test, and adjust field-assembled components and equipment installation, including connections, and to assist in field testing. Report results in writing.
- B. Perform the following field tests and inspections and prepare test reports:
 - 1. Operational Test: After electrical circuitry has been energized, start units to confirm proper unit operation. Remove and replace malfunctioning units and retest.
 - 2. Test and adjust controls and safeties.
 - 3. Test calibration of electronic controllers by disconnecting input sensors and stimulating operation with compatible signal generator.
 - 4. Test each point through its full operating range to verify that safety and operating control set points are as required.
 - 5. Test each control loop to verify stable mode of operation and compliance with sequence of operation. Adjust PID actions.
 - 6. Test each system for compliance with sequence of operation.
 - 7. Test software and hardware interlocks.
- C. DDC Verification:
 - 1. Verify that instruments are installed before calibration, testing, and loop or leak checks.
 - 2. Check instruments for proper location and accessibility.
 - 3. Check instrument installation for direction of flow, elevation, orientation, insertion depth, and other applicable considerations.
 - 4. Check instrument tubing for proper fittings, slope, material, and support.
 - 5. Check installation of air supply for each instrument.
 - 6. Check flow instruments. Inspect tag number and line and bore size, and verify that inlet side is identified and that meters are installed correctly.
 - 7. Check pressure instruments, piping slope, installation of valve manifold, and self-contained pressure regulators.
 - 8. Check temperature instruments and material and length of sensing elements.
 - 9. Check control valves. Verify that they are in correct direction.
 - 10. Check DDC system as follows:
 - a. Verify that DDC controller power supply is from emergency power supply, if applicable.
 - b. Verify that wires at control panels are tagged with their service designation and approved tagging system.
 - c. Verify that spare I/O capacity has been provided.
 - d. Verify that DDC controllers are protected from power supply surges.
- D. Replace damaged or malfunctioning controls and equipment and repeat testing procedures.
- E. After start-up and calibration, Building Controls Contractor shall submit to the Engineer trend logs of all points on each system demonstrating stable and proper operation. The trend logs shall be as follows:
 - 1. 24 hour period at 15 minutes intervals.
 - 2. 3 hour start-up period at 5 minute intervals.
 - 3. A total of two sets covering two days during each period are required.

3.5 ADJUSTING

- A. Calibrating and Adjusting:
1. Calibrate instruments.
 2. Make three-point calibration test for both linearity and accuracy for each analog instrument.
 3. Calibrate equipment and procedures using manufacturer's written recommendations and instruction manuals. Use test equipment with accuracy at least double that of instrument being calibrated.
 4. Control System Inputs and Outputs:
 - a. Check analog inputs at 0, 50, and 100 percent of span.
 - b. Check analog outputs using milliamper meter at 0, 50, and 100 percent output.
 - c. Check digital inputs using jumper wire.
 - d. Check digital outputs using ohmmeter to test for contact making or breaking.
 - e. Check resistance temperature inputs at 0, 50, and 100 percent of span using a precision-resistant source.
 5. Flow:
 - a. Set differential pressure flow transmitters for 0 and 100 percent values with 3-point calibration accomplished at 50, 90, and 100 percent of span.
 - b. Manually operate flow switches to verify that they make or break contact.
 6. Pressure:
 - a. Calibrate pressure transmitters at 0, 50, and 100 percent of span.
 - b. Calibrate pressure switches to make or break contacts, with adjustable differential set at minimum.
 7. Temperature:
 - a. Calibrate resistance temperature transmitters at 0, 50, and 100 percent of span using a precision-resistance source.
 - b. Calibrate temperature switches to make or break contacts.
 8. Stroke and adjust control valves and dampers without positioners, following the manufacturer's recommended procedure, so that valve or damper is 100 percent open and closed.
 9. Stroke and adjust control valves and dampers with positioners, following manufacturer's recommended procedure, so that valve and damper is 0, 50, and 100 percent closed.
 10. Provide diagnostic and test instruments for calibration and adjustment of system.
 11. Provide written description of procedures and equipment for calibrating each type of instrument. Submit procedures review and approval before initiating startup procedures.
- B. Adjust initial temperature and humidity set points.
- C. Occupancy Adjustments: After 90 days, contractor shall meet with Owner to review system and make any necessary changes. When requested within 12 months of date of Substantial Completion, provide on-site assistance in adjusting system to suit actual occupied conditions. Provide up to three visits to Project during other than normal occupancy hours for this purpose.

3.6 DEMONSTRATION

- A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain HVAC instrumentation and controls. Refer to Division 01 Section "Demonstration and Training."

END OF SECTION

SECTION 260500 - COMMON WORK RESULTS FOR ELECTRICAL

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. Electrical equipment coordination and installation.
 - 2. Sleeves for raceways and cables.
 - 3. Sleeve seals.
 - 4. Grout.
 - 5. Common electrical installation requirements.
 - 6. Commissioning requirements.

1.3 DEFINITIONS

- A. EPDM: Ethylene-propylene-diene terpolymer rubber.
- B. NBR: Acrylonitrile-butadiene rubber.

1.4 GENERAL REQUIREMENTS

- A. Carefully examine General Conditions, other specification sections, and other drawings (in addition to DIVISION 26), in order to be fully acquainted with their effect on electrical work. Additions to the contract cost will not be allowed due to failure to inspect existing conditions.
- B. Do all work in compliance with 2017 Florida Building Code 6th Edition, and the Codes adopted therein, including NFPA 70 (2014 NEC), 2017 Florida Fire Prevention Code 6th Edition and the regulations of the local power utility, cable television and telephone companies. Obtain and pay for any and all required permits, inspections, certificates of inspections and approval, and the like, and deliver such certificates to the Architect/Engineer.
- C. Cooperate and coordinate with all other trades. Perform work in such manner and at such times as not to delay work of other trades. Complete all work as soon as the condition of the structure and installations of equipment will permit. Patch, in a satisfactory manner and by the proper craft, any work damaged by electrical workmen.
- D. Furnish, perform, or otherwise provide all labor (including, but not limited to, all planning, purchasing, transporting, rigging, hoisting, storing, installing, testing, chasing, channeling, cutting, trenching, excavating and backfilling), coordination, field verification, equipment installation, support, and safety, supplies, and materials necessary for the correct installation of

complete and functional electrical systems (as described or implied by these specifications and the applicable drawings).

- E. Coordinate and verify power and telephone company service requirements prior to bid. Bid to include all work required.
- F. Circuiting and connection of all items using electric power shall be included under this division of the specifications, including necessary wire, conduit, circuit protection, disconnects and accessories. Secure rough-in drawings and connection information for equipment involved to determine the exact requirements. See all divisions of drawings or specifications for electrically operated equipment. If the connection of an item is not shown on the electrical drawings and it is unclear how to provide for the circuiting and connection, notify the engineer of record in writing prior to bidding project. Submission of a bid indicates that the bidder has included these requirements as part of the scope of work.
- G. Protect all existing equipment, finishes, etc. throughout construction phase. Ensure site cleanliness is maintained.

1.5 DRAWINGS:

- A. Indicate only diagrammatically the extent, general character, and approximate location of work. Where work is indicated, but with minor details omitted, furnish and install it complete and so as to perform its intended functions.
- B. DIVISION 26 work called for under any section of the project specifications, shall be considered as included in this work unless specifically excluded by inclusion in some other branch of the work. This shall include roughing-in for connections and equipment as called for or inferred. Check all drawings and specifications for the project and shall be responsible for the installation of all DIVISION 26 work.
- C. Take finish dimensions at the job site in preference to scale dimensions. Do not scale drawings where specific details and dimensions for DIVISION 26 work are not shown on the drawings, take measurements and make layouts as required for the proper installation of the work and coordination with all drawings and coordination with all other work on the project. In case of any discrepancies between the drawings and the specifications that have not been clarified by addendum prior to bidding, it shall be assumed by the signing of the contract that the higher cost (if any difference in costs) is included in the contract price, and perform the work in accordance with the drawings or with the specifications, as determined and approved by the Architect/Engineer, and no additional costs shall be allowed to the base contract price.
- D. Carefully check the drawings and specifications of all trades and divisions before installing any of his work. He shall in all cases consider the work of all other trades, and shall coordinate his work with them so that the best arrangements of all equipment, piping, conduit, ducts, rough-in, etc., can be obtained.
- E. Review the specific equipment (such as mechanical, plumbing, kitchen, FFE, etc) minimum circuit ampacity and maximum over current protection requirements of equipment provided by others to confirm it is properly coordinated with the devices being purchased. Notify the AE team immediately upon discovery of discrepancies. This shall be done at the submittal stage

prior to purchasing over current protection or installation of conduit, wire, disconnects, breakers, etc. No cost will be allowed for changes to coordinate.

- F. Locations designated for outlets, switches, equipment, etc., are approximate and shall be verified by instruction in these specifications and/or notes on the drawings. Where instructions or notes are insufficient to convey the intent of the design, consult the Architect/Engineer prior to installation.
- G. Obtain manufacturer's data on all equipment, the dimensions of which may affect electrical work. Use this data to coordinate proper service characteristics, entry locations, etc., and to ensure minimum clearances are maintained.

1.6 QUALIFICATIONS OF CONTRACTOR:

- A. DIVISION 26 Contractor shall have had experience of at least the same size and scope as this project, on at least two other projects within the last five years.
- B. Contractor performing any part of this scope of work shall be a State Certified (Type E.C. License) electrical contractor
- C. Provide field superintendent who has had a minimum of four (4) years previous successful experience on projects of comparable size and complexity. Superintendent shall be on the site at all times during construction and must have an active Journeyman's Electrical License.

1.7 SITE VISIT/CONDITIONS

- A. Visit the site of this contract and thoroughly familiarize with all existing field conditions and the proposed work as described or implied by the contract documents. During the course of his site visit, verify every aspect of the proposed work and the existing field conditions in the areas of construction which might affect his work. No compensation or reimbursement for additional expenses incurred due to failure or neglect to make a thorough investigation of the contract documents and the existing site conditions will be permitted.
- B. Install all equipment so that all Code required and Manufacturer recommended servicing clearances are maintained. Coordinate the proper arrangement and installation of all equipment within any designated space. If it is determined that a departure from the Contract Documents is necessary, submit to the A/E, for approval, detailed drawings of the proposed changes with written reasons for the changes. No changes shall be implemented without the issuance of the required drawings, clarifications, and/or change orders.
- C. Submission of a proposal will be construed as evidence that such examination has been made and later claims for labor, equipment or materials required because of difficulties encountered will not be recognized.
- D. Existing conditions and utilities indicated are taken from existing construction documents, surveys, and field investigations. Unforeseen conditions probably exist and existing conditions shown on drawings may differ from the actual existing installation with the result being that new work may not be field located exactly as shown on the drawings. Field verify dimensions

of all site utilities, conduit routing, boxes, etc., prior to bidding and include any deviations in the contract. Notify A/E if deviations are found.

- E. All existing electrical is not shown. Become familiar with all existing conditions prior to bidding, and include in the bid the removal of all electrical equipment, wire, conduit, devices, fixtures, etc. that is not being reused, back to it's originating point.
- F. Locate all existing utilities and protect them from damage. Pay for repair or replacement of utilities or other property damaged by operations in conjunction with the completion of this work.
- G. Investigate site thoroughly and reroute all conduit and wiring in area of construction in order to maintain continuity of existing circuitry. Existing conduits indicated in Contract Documents indicate approximate locations. Verify and coordinate existing site conduits and pipes prior to any excavation on site. Bids shall include hand digging and all required rerouting in areas of existing conduits or pipes.
- H. Work is in connection with existing buildings which must remain in operation while work is being performed. Work shall be in accord with the schedule required by the Contract. Schedule work for a minimum outage to Owner. Notify Owner 72 hours in advance of any shut-down of existing systems. Perform work during non-school operating hours unless otherwise accepted by Owner. Protect existing buildings and equipment during construction.

1.8 COMMISSIONING RESPONSIBILITIES

- A. Attend commissioning meetings scheduled by the General Contractor.
- B. Schedule work so that required electrical installations are completed, and system verification checks and functional performance test can be carried out on schedule.
- C. Inspect, check and confirm in writing the proper installation and performance of all electrical services as required by the system verification and functional performance testing requirements of electrical equipment in the commissioning specifications.
- D. Provide qualified personnel to assist and operate electrical system during system verification checks and functional performance testing of HVAC systems as required by the commissioning specifications.
- E. Provide instruction and demonstrations for the Owner's designated operating staff in accordance with the requirements of the commissioning specifications.

1.9 TEMPORARY POWER:

- A. Provide temporary power distribution for the connection of all single phase 120V 20A tools, OSHA work lighting, and testing as required for performance of the project. Provide OSHA required work lighting and task lighting for the project.

- B. Coordinate requirements with the local Utility Company for availability of adequate power. Include all cost associated with any Utility Company charges for connection or upgrades in this bid price.
- C. If power to any of the existing facilities will be interrupted, coordinate the outage with the Owner atleast 72 hours in advance. All power outages will occur outside operational hours as determined by the Owner.
- D. Provide temporary power to any buildings, parking lot lighting, canopy lighting, lift stations, etc that will have power removed during the course of construction temporarily. Additionally, if any new buildings, parking lots, lift stations, etc will need power until the permanent power becomes available, provide temporary power until the permanent power is available.
- E. Provide temporary lighting for all areas that will require lighting for school use as well as construction use during the course of construction. Temporary lighting must comply with all FBC requirements as though it was being installed for permanent use. This includes but is not limited to any temporary canopies, parking lots, walkways or roads. If you are unsure of how to connect or provide this lighting, notify the engineer of record in writing prior to bidding project. Submission of a bid indicates that the bidder has included these requirements as part of the scope of work.

PART 2 - PRODUCTS - NOT USED

PART 3 - EXECUTION

3.1 COMMON REQUIREMENTS FOR ELECTRICAL INSTALLATION

- A. Engineer shall have no responsibility for job site safety and the Contractor shall have full and sole authority for all safety programs and precautions in connection with the Work. Nothing herein shall be interpreted to confer upon the Engineer any duty regarding safety or the prevention of accidents at the jobsite.
- B. Comply with NECA 1.
- C. Measure indicated mounting heights to bottom of unit for suspended items and to center of unit for wall-mounting items.
- D. Headroom Maintenance: If mounting heights or other location criteria are not indicated, arrange and install components and equipment to provide maximum possible headroom consistent with these requirements.
- E. Equipment: Install to facilitate service, maintenance, and repair or replacement of components of both electrical equipment and other nearby installations. Connect in such a way as to facilitate future disconnecting with minimum interference with other items in the vicinity.
- F. Right of Way: Give to piping systems installed at a required slope.
- G. All work shall be executed in a workmanship manner and shall present a neat mechanical appearance upon completion.

- H. Care shall be exercised that all items are plumb, straight, level.
- I. Care shall be exercised so that Code clearance is allowed for all panels, controls. etc., requiring it. Do not allow other trades to infringe on this clearance.
- J. Balance load as equally as practicable on all feeders, circuits and panel buses.
- K. The electrical circuits, components and controls for all equipment are selected and sized based on the equipment specified. If substitutions are proposed, furnish all materials and data required to prove equivalence. No additional charges shall be allowed if additional materials, labor, connections or equipment are needed for substituted products.

3.2 SLEEVE INSTALLATION FOR ELECTRICAL PENETRATIONS

- A. Electrical penetrations occur when raceways, cables, wireways, cable trays, or busways penetrate concrete slabs, concrete or masonry walls, or fire-rated floor and wall assemblies.
- B. Concrete Slabs and Walls: Install sleeves for penetrations unless core-drilled holes or formed openings are used. Install sleeves during erection of slabs and walls.
- C. Coordinate with roofing scope of work for the installation of electrical items which pierce roof. Roof penetrations shall not void warranty. Pitch pockets are not acceptable.
- D. Where work pierces waterproofing, it shall maintain the integrity of the waterproofing. Coordinate roofing materials which pierce roof for compatibility with membrane or other roof types.
- E. Use pipe sleeves unless penetration arrangement requires rectangular sleeved opening.
- F. Fire-Rated Assemblies: Install sleeves for penetrations of fire-rated floor and wall assemblies unless openings compatible with firestop system used are fabricated during construction of floor or wall.
- G. Cut sleeves to length for mounting flush with both surfaces of walls.
- H. Extend sleeves installed in floors **2 inches** above finished floor level.
- I. Size pipe sleeves to provide **1/4-inch** annular clear space between sleeve and raceway or cable, unless indicated otherwise.
- J. Seal space outside of sleeves with grout for penetrations of concrete and masonry
- K. Interior Penetrations of Non-Fire-Rated Walls and Floors: Seal annular space between sleeve and raceway or cable, using joint sealant appropriate for size, depth, and location of joint. Comply with requirements in Division 07 Section "Joint Sealants."
- L. Fire-Rated-Assembly Penetrations: Firestop penetrations of walls, partitions, ceilings, and floors under Division 07 Section "Firestopping."

- M. Roof-Penetration Sleeves: Seal penetration of individual raceways and cables with flexible boot-type flashing units applied in coordination with roofing work. The use of pitch pockets is not acceptable.

3.3 CONCRETE PADS

- A. Furnish and install reinforced concrete housekeeping pads for transformers, switchgear, motor control centers, and other free-standing equipment. Unless otherwise noted, pads shall be four (4) inches high and shall exceed dimensions of equipment being set on them, including future sections, by three (3) inches each side, except when equipment is flush against a wall where the side against the wall shall be flush with the equipment.
- B. Provide concrete pad for exterior pad mount transformers as required by power company.
- C. Provide concrete pad for exterior generators as recommended by generator manufacturer and structural engineer (8" minimum).

3.4 MISCELLANEOUS CIRCUITS REQUIRED

- A. Provide 120 volt, 20 amp circuit to fire protection system panel and bell (whether shown on drawings or not). Connect to spare 20 amp, 1 pole circuit breaker in nearest 120 volt panel. Notify Engineer of Record of required circuit so that final circuit information may be provided to the contractor. Re-label circuit breaker accordingly. Provide locking device on breaker. Coordinate location with civil engineer (and drawings/specifications) or fire protection engineer (and drawings/specifications) prior to bid and provide all electrical. Coordinate final location and electrical requirements with panel installer after bid and provide all electrical. Nearest panel to be nearest emergency panel, when building has emergency generator system.
- B. Provide 120 volt, 20 amp circuit to intercom system panel (whether shown on drawings or not). Connect to spare 20 amp, 1 pole circuit breaker in nearest 120 volt panel. Notify Engineer of Record of required circuit so that final circuit information may be added to the drawings. Re-label circuit breaker accordingly. Provide locking device on breaker. Coordinate location with intercom system engineer (and drawings/specifications) prior to bid and provide all electrical. Coordinate final location and electrical requirements with panel installer after bid and provide all electrical. Nearest panel to be nearest emergency panel, when building has emergency generator system.
- C. Provide 120 volt, 20 amp circuit to all fire alarm panels, remote panels, etc (whether shown on drawings or not). Connect to spare 20 amp, 1 pole circuit breaker in nearest 120 volt panel. Notify Engineer of Record of required circuit so that final circuit information may be added to the drawings. Re-label circuit breaker accordingly. Provide locking device on breaker. Coordinate location with fire alarm system engineer (and drawings/specifications) prior to bid and provide all electrical. Coordinate final location and electrical requirements with panel installer after bid and provide all electrical. Nearest panel to be nearest emergency panel, when building has emergency generator system.
- D. Provide 120 volt, 20 amp circuit to fire and smoke dampers (whether shown on drawings or not). Connect to spare 20 amp, 1 pole circuit breaker in nearest 120 volt panel. Notify Engineer

(whether shown on drawings or not) Provide locking device on breaker. Coordinate location with fire protection engineer (and drawings/specifications) prior to bid and provide all electrical. Coordinate final location and electrical requirements with damper installer after bid and provide all electrical. Nearest panel to be nearest emergency panel, when building has emergency generator system.

- E. Provide 120 volt, 20 amp circuit to building control panels for HVAC system (whether shown on drawings or not). Connect to spare 20 amp, 1 pole circuit breaker in nearest 120 volt panel. Notify Engineer of Record of required circuit so that final circuit information may be added to the drawings. Re-label circuit breaker accordingly. Coordinate location with drawings or specifications prior to bid and provide all electrical.
- F. Provide circuitry for Light Raise Projection System to coordinate the Presentation Stations and Light Raise Projector to be on the same circuit or circuit phase (whether shown as such on drawings or not). Notify Engineer of Record of required circuit so that final circuit information may be coordinated on the drawings if not indicated correctly. Re-label circuit breakers accordingly.
- G. Provide 120V 20A circuits and receptacles for digital message boards in Kitchens. Verify exact locations with Food Nutritional Services (whether shown on drawings or not). Notify Engineer of Record of required circuit so that final circuit information may be added to the drawings. Re-label circuit breakers accordingly.

END OF SECTION 260500

SECTION 260519 - LOW-VOLTAGE ELECTRICAL POWER CONDUCTORS AND CABLES

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. Building wires and cables rated 600 V and less.
 - 2. Connectors, splices, and terminations rated 600 V and less.
 - 3. Sleeves and sleeve seals for cables.
 - 4. Metal Clad cable, Type MC

1.3 DEFINITIONS

- A. EPDM: Ethylene-propylene-diene terpolymer rubber.
- B. NBR: Acrylonitrile-butadiene rubber.

1.4 SUBMITTALS

- A. Product Data: For each type of product indicated. Provide type and UL listing of each type of conductor, cable, connector and termination to be utilized for the DIVISION 26 scope of work.
- B. Field quality-control test reports.

1.5 QUALITY ASSURANCE

- A. Listing and Labeling: Provide wires and cables specified in this Section that are listed and labeled as defined in NFPA 70, Article 100.
- B. Comply with NFPA 70.

1.6 COORDINATION

- A. Coordinate layout and installation of cables with other installations.
- B. Revise locations and elevations from those indicated, as required to suit field conditions and as approved by Architect.

PART 2 - PRODUCTS

2.1 CONDUCTORS AND CABLES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
1. Alcan Products Corporation; Alcan Cable Division.
 2. American Insulated Wire Corp.; a Leviton Company.
 3. General Cable Corporation.
 4. Senator Wire & Cable Company.
 5. Southwire Company.
- B. BUILDING WIRES AND CABLES
1. CONDUCTOR INSULATION
 - a. Comply with NEMA WC 70 for Types THHN-THWN
 - b. Service Entrance: Type THHN-THWN CU or XHHW-2 Al, single conductors in raceway.
 - c. Feeders Concealed in Ceilings, Walls, Partitions, and Crawlspace: Type THHN-THWN, single conductors in raceway.
 - d. Feeders Concealed in Concrete, below Slabs-on-Grade, and Underground: Type THHN-THWN, single conductors in raceway.
 - e. Feeders Installed below Raised Flooring: Type THHN-THWN, single conductors in raceway.
 - f. Exposed Branch Circuits, Including in Crawlspace: Type THHN-THWN, single conductors in raceway.
 - g. Branch Circuits Concealed in Ceilings, Walls, and Partitions: Type THHN-THWN, single conductors in raceway or Metal-clad cable, Type MC (MC may only be utilized in certain specific installations as described elsewhere in this section).
 - h. Branch Circuits Concealed in Concrete, below Slabs-on-Grade, and Underground: Type THHN-THWN, single conductors in raceway. Minimum #12.
 - i. Branch Circuits Installed below Raised Flooring: Type THHN-THWN, single conductors in raceway. Minimum #12.
 - j. Cord Drops and Portable Appliance Connections: Type SO, hard service cord with stainless-steel, wire-mesh, strain relief device at terminations to suit application.
 - k. Class 1 Control Circuits: Type THHN-THWN, in raceway.
 - l. Class 2 Control Circuits: Type THHN-THWN, in raceway.
 2. Conductor Material:
 - a. Copper Conductors: Comply with NEMA WC 70.
 - b. All #10 and smaller conductors shall be solid CU. No stranded conductors are permitted for #10 and smaller.
 - c. Aluminum conductors may be used for 1/0 and larger panel board feeders if identified as aluminum on the electrical feeder schedule. Aluminum conductors shall be compact stranded aluminum alloy with XHHW-2 insulation, made of an AA-8000 series electrical grade aluminum alloy conductor material.

2.2 CONNECTORS AND SPLICES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
1. AFC Cable Systems, Inc.
 2. AMP Incorporated
 3. Anderson
 4. O-Z/Gedney; EGS Electrical Group LLC.
 5. 3M; Electrical Products Division.
 6. Burndy
- B. Description: Factory-fabricated connectors and splices of size, ampacity rating, material, type, and class for application and service indicated.
- C. Aluminum connections shall be made with compression type wire barrels factory prefilled with oxide inhibiting compound. Set screw connectors are not acceptable.

2.3 FLEXIBLE METAL CLAD CABLE

- A. Comply with:
1. NFPA 70
 2. ANSI/UL 4/UL 83/UL 1479
 3. Fed. Specification J-C-30B
- B. Cable material:
1. Jacket material:
 - a. Galvanized Steel or aluminum , interlocked.
 2. Conductor covering: Paper wrap.
 3. Conductor Material:
 - a. Copper, Solid, THHN
 - b. Minimum #12 gauge
 - c. Maximum #10 gauge
 - d. 90 degree C, 600 volt.
 - e. Full size insulated grounding conductor, green.
 - f. Conductor color coding to match system voltage. Comply with Division 26 Section "Identification".
- C. Fittings:
1. ANSI/NEMA FB 1
 2. ANSI/UL 514B
 3. Zinc plated Malleable iron, or steel.
 - a. Direct flexible conduit bearing set screw type not acceptable.
 - b. Install insulated bushings or equivalent protection (i.e. Anti-short) between core conductors and outer jacket.

PART 3 - EXECUTION

3.1 INSTALLATION OF CONDUCTORS AND CABLES IN RACEWAY

- A. No cables shall be installed in raceways until the raceway system is complete from end to end.
- B. Examine raceways and building finishes to confirm compliance with contract requirements for installation tolerances and other conditions affecting installation of wires and cables. Do not proceed with installation until area is ready and any unsatisfactory conditions have been corrected.
- C. Verify that interior of building has been protected from weather.
- D. Use manufacturer-approved pulling compound or lubricant where necessary; compound used must not deteriorate conductor or insulation. Do not exceed manufacturer's recommended maximum pulling tensions and sidewall pressure values.
- E. Use pulling means, including fish tape, cable, rope, and basket-weave wire/cable grips, that will not damage cables or raceway.
- F. Identify and color-code conductors and cables according to Division 26 Section "Identification for Electrical Systems."
- G. All branch circuit wire shall be sized for a maximum voltage drop of 3%. The contractor shall size all cables to comply with this requirement. Below are some guidelines that may be followed to achieve the correct voltage drop in lieu of providing custom calculations for each case.
 - 1. Use conductor not smaller than #12 AWG for all 120V 20A branch circuits less than 60' in length from the source breaker to any device.
 - 2. All 120V branch circuit conductors where the length is 61' to 120' from the source breaker to any device shall utilize #10 minimum throughout the circuit, unless otherwise noted.
 - 3. All 120V branch circuit conductors where the length is 121' to 240' from the source breaker to any device shall utilize # 8 minimum throughout the circuit, unless otherwise noted.
 - 4. All 120V branch circuit conductors where the length is greater than 241' from the source breaker to any device shall utilize # 6 minimum throughout the circuit, unless otherwise noted.
 - 5. Use conductor not smaller than #12 AWG for all 277V 20A branch circuits less than 140' in length from the source breaker to any device.
 - 6. All 277V branch circuit conductors where the length is 141' to 220' from the source breaker to any device shall utilize #10 minimum throughout the circuit, unless otherwise noted.
 - 7. All 277V branch circuit conductors where the length is 221' to 340' from the source breaker to any device shall utilize # 8 minimum throughout the circuit, unless otherwise noted.
 - 8. All 277V 20A branch circuit conductors where the length is greater than 341' from the source breaker to any device shall utilize # 6 minimum throughout the circuit, unless otherwise noted.

- H. Provide a dedicated neutral conductor for all dimmer circuits from the load back to the dimmer module or switch.
- I. Provide a dedicated neutral conductor for all computer receptacle circuits from the load back to the branch circuit panel board.
- J. Neatly train and lace wiring inside boxes, equipment, and panelboards.
- K. Conductor sizes indicated on circuit homeruns or in schedules shall be installed over the entire length of the circuit unless noted otherwise on the drawings or in these specifications.
- L. Before installing raceways and pulling wire to any mechanical equipment, verify electrical characteristics with final submittal on equipment to assure proper number and AWG of conductors. (As for multiple speed motors, different motor starter arrangements, etc.).
- M. Coordinate all wire sizes with lug sizes on equipment, devices, etc. Provide/install lugs as required to match wire size.

3.2 INSTALLATION REQUIREMENTS FOR METAL CLAD CABLES

- A. Metal Clad Cables may be used only as specified, where permitted by NEC, and if approved by the Local Inspecting Authority having Jurisdiction.
- B. MC Cable shall not be run to the panel board or electrical room. All final runs to the panelboard shall be in conduit to a point at least 10' outside the electrical room. No more than 6 current carrying conductors shall be run in any conduit to a junction box outside the electrical room. No junction box shall contain more than 6 current carrying conductors. Wireways are not permitted for the termination of MC cables.
- C. MC cable shall not be used for any other building system wiring (except power and lighting).
- D. MC cables shall not be used for switch legs.
- E. MC cables shall not be used for feeder circuits or for systems.
- F. Utilize the same sizing requirements for 20A branch circuit conductors as listed for conductors in raceways.
- G. Connectors and supporting components shall be UL Listed for such use. Tie wire is not acceptable for supporting MC cable.
- H. Cut cables with UL listed tools intended for such use. Ream smooth and free of sharp and abrasive areas. Install bushing between conductors and outer jacket. The use of slide cutters or dikes to cut cables is not acceptable.
- I. Maintain minimum 1/2 inch separation between each cable and support per NEC. The practice of bundling cables is not acceptable.
- J. Install cables minimum of 1'-0" from communications cables.

- K. Attachment of cables to ceiling system is prohibited.
- L. Attachment of cables to, on, or from mechanical (HVAC) equipment, supports, etc., is not permitted.
- M. Install cables parallel and perpendicular to building structure.
- N. Zigzagging cables through building elements, as method of support is not acceptable.
- O. Cable with outer metal sheath damaged by construction elements and/or improper installation shall be replaced at no additional cost to owner.

3.3 CONNECTIONS

- A. Where oversized conductors are called for (due to voltage drop, etc.) provide/install lugs as required to match conductors, or provide/install splice box, and splice to reduce conductor size to match lug size.
- B. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B.
- C. All aluminum connections shall be made with approved compression connectors before being connected to lugs. Conductors shall be cleaned with a wire brush immediately prior to connecting.
- D. Make splices and taps that are compatible with conductor material and that possess equivalent or better mechanical strength and insulation ratings than unspliced conductors.
- E. Wiring at Outlets: Install conductor at each outlet, with at least 6 inches of slack.
- F. Power and lighting conductors shall be continuous and unspliced where located within conduit. Splices shall occur within troughs, wireways, outlet boxes, or equipment enclosures where sufficient additional room is provided for all splices. No splices shall be made in in-ground pull boxes (without written acceptance of engineer).
- G. Splices in lighting and power outlet boxes, wireway, and troughs shall be kept to a minimum, pull conductors through to equipment, terminal cabinets, and devices.
- H. No splices shall be made in junction box, and outlet boxes (wire No. 8 and larger) without written acceptance of Engineer.
- I. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B. A calibrated torque wrench shall be used for all bolt tightening.
- J. All interior power and lighting taps and splices in No. 8 or smaller shall be fastened together by means of "spring type" connectors. All taps and splices in wire larger than No. 8 shall be made

with compression type connectors and taped to provide insulation equal to wire. Utilize weatherproof connectors for all splices in exterior boxes.

- K. No splices are permitted in exterior below grade handhole or pull boxes.

3.4 FIELD QUALITY CONTROL

- A. After feeders are in place, but before being connected to devices and equipment, test for shorts, opens, and for intentional and unintentional grounds.
- B. Cables 600 volts or less in size #1/0 and larger shall be meggered using an industry approved "megger" with 1000 V internal generating voltage. Readings shall be recorded and submitted to the Engineer for acceptance prior to energizing same. If values are less than recommended NETA values notify Engineer. Submit five copies of tabulated megger test values for all cables.
- C. Cables 250 volts or less in size #1/0 and larger shall be meggered using an industry approved "megger" with 500 V internal generating voltage. Readings shall be recorded and submitted to the Engineer, for acceptance prior to energizing same. Submit five copies of tabulated megger test values for all cables.
- D. Perform Insulation resistance test and turns ratio test. Submit five copies to engineer at substantial completion.
- E. Remove and replace malfunctioning units and retest as specified above.

END OF SECTION 260519

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SECTION 260533 - RACEWAY AND BOXES FOR ELECTRICAL SYSTEMS

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. This Section includes raceways, fittings, boxes, enclosures, and cabinets for electrical wiring.

1.3 DEFINITIONS

- A. EMT: Electrical metallic tubing.
- B. ENT: Electrical nonmetallic tubing.
- C. EPDM: Ethylene-propylene-diene terpolymer rubber.
- D. FMC: Flexible metal conduit.
- E. LFMC: Liquidtight flexible metal conduit.
- F. LFNC: Liquidtight flexible nonmetallic conduit.
- G. NBR: Acrylonitrile-butadiene rubber.
- H. RNC: Rigid nonmetallic conduit.

1.4 SUBMITTALS

- A. Product Data: For surface raceways, wireways and fittings, floor boxes, hinged-cover enclosures, and cabinets.
- B. Shop Drawings: For the following raceway components. Include plans, elevations, sections, details, and attachments to other work.
 - 1. Custom enclosures and cabinets.
 - 2. For handholes and boxes for underground wiring, including the following:
 - a. Duct entry provisions, including locations and duct sizes.
 - b. Frame and cover design.
 - c. Grounding details.
 - d. Dimensioned locations of cable rack inserts, and pulling-in and lifting irons.
 - e. Joint details.

- C. Coordination Drawings: Conduit routing plans, drawn to scale, on which the following items are shown and coordinated with each other, based on input from installers of the items involved:
 - 1. Structural members in the paths of conduit groups with common supports.
 - 2. HVAC and plumbing items and architectural features in the paths of conduit groups with common supports.

1.5 REFERENCES

- A. ANSI C80.1 - Rigid Steel Conduit - Zinc Coated
- B. ANSI C80.3 - Electrical Metallic Tubing - Zinc Coated
- C. ANSI C80.5 - Aluminum Rigid Conduit (ARC)
- D. ANSI/NEMA FB 1 - Fittings, Cast Metal Boxes, and Conduit Bodies for Conduit, Electrical Metallic Tubing and Cable
- E. ANSI/NEMA OS 1 - Sheet-steel Outlet Boxes, Device Boxes, Covers, and Box Supports.
- F. NEMA 250 - Enclosures for Electrical Equipment (1000 Volts Maximum).
- G. ANSI/NFPA 70 - National Electrical Code
- H. NECA Standard Practices for Good Workmanship in Electrical Contracting
- I. NEMA RN 1 - Polyvinyl Chloride (PVC) Externally Coated Galvanized Rigid Steel Conduit.
- J. NEMA TC 2 - Electrical Polyvinyl Chloride (PVC) Conduit (EPC 40, EPC 80)
- K. NEMA TC 3 - Polyvinyl Chloride (PVC) Fittings for Use with Rigid PVC Conduit and Tubing

1.6 QUALITY ASSURANCE

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.
- B. Comply with NFPA 70.

PART 2 - PRODUCTS

2.1 METAL CONDUIT AND TUBING

- A. Minimum Trade Size
 - 1. All Conduit (except switch legs) - 3/4" c.
 - 2. Switch legs - 1/2" c.
- B. RIGID METALLIC CONDUIT

1. Comply with:
 - a. ANSI C80.1
 - b. UL Spec - No. 6
 - c. NEC 344
2. Conduit material:
 - a. Zinc coated or hot dipped galvanized steel.
3. Fittings:
 - a. Threaded.
 - b. Insulated bushings shall be used on all rigid steel conduits terminating in panels, boxes, wire gutters, or cabinets, and shall be impact resistant plastic molded in an irregular shape at the top to provide smooth insulating surface at top and inner edge. Material in these bushings must not melt or support flame.
 - c. Zinc plated or hot dipped galvanized malleable iron or steel.
4. Conduit Bodies:
 - a. Comply with ANSI/NEMA FB 1.
 - b. Threaded hubs.
 - c. Zinc plated or hot-dipped galvanized malleable iron.

C. RIGID ALUMINUM CONDUIT

1. Comply with:
 - a. ANSI C80.5
 - b. UL 6
 - c. NEC 344
2. Conduit material: Aluminum.
3. Fittings:
 - a. Threaded.
 - b. Aluminum.
 - c. Insulated bushings on terminations.
4. Conduit bodies:
 - a. Comply with ANSI/NEMA FB 1.
 - b. Threaded hubs.
 - c. Aluminum.

D. PVC-Coated Steel Conduit: PVC-coated rigid steel conduit.

1. Comply with:
 - a. UL 6
 - b. ANSI C80.1
 - c. NEC. 344
 - d. NEMA RN1
2. Conduit material: Hot-dipped galvanized rigid steel with external PVC coating, 20 mil. thick.
3. Fittings:
 - a. Threaded.
 - b. Insulated bushings on terminations.
 - c. Zinc plated or hot-dipped galvanized malleable iron or steel with external PVC coating, 20 mil. thick.
4. Conduit bodies:
 - a. Comply with:
 - b. ANSI/NEMA FB 1
 - c. Threaded hubs

- d. Zinc plated or hot-dipped galvanized malleable iron with external PVC coating 20 mil thick.
- E. EMT: ANSI C80.3.
 - 1. Comply with:
 - a. UL 797
 - b. ANSI C80.3
 - c. NEC 358
 - d. ANSI/UL797
 - 2. Conduit material: Galvanized steel tubing.
 - 3. Fittings:
 - a. ANSI/NEMA FB 1
 - b. Set screw, Die Cast for Interior Dry locations
 - c. Compression, Steel for all damp locations
- F. FMC: Zinc-coated steel or aluminum.
 - 1. Comply with:
 - a. NEC 348
 - b. ANSI/UL 1
 - 2. Conduit material: Steel or aluminum, interlocked.
 - 3. Fittings:
 - a. ANSI/NEMA FB 1
 - b. ANSI/UL 514B
 - c. Die Cast
 - d. Threaded rigid conduit to flexible conduit coupling.
 - e. Direct flexible conduit bearing set screw type not acceptable.
- G. LFMC: Flexible steel conduit with PVC jacket.
 - 1. Comply with:
 - a. NEC 350
 - b. ANSI/UL 360
 - 2. Conduit material:
 - a. Flexible hot-dipped galvanized steel core, interlocked.
 - b. Continuous copper ground built into core up to 1-1/4" size.
 - c. Extruded polyvinyl gray jacket.
 - 3. Fittings:
 - a. Threaded for rigid conduit connections.
 - b. Accepted for hazardous locations where so installed.
 - c. Provide sealing washer in wet/damp locations.
 - d. Compression type.
 - e. ANSI/NEMA FB 1.
 - f. ANSI/UL 5148.
 - g. Zinc plated malleable iron or steel.

2.2 NONMETALLIC CONDUIT AND TUBING

- A. Minimum Trade Size – 3/4"
- B. RNC: NEMA TC 2, Schedule-40-PVC, unless otherwise indicated.

1. Comply with:
 - a. NEMA TC-2
 - b. UL 651
 - c. NEC 352
2. Conduit material:
 - a. Shall be high impact PVC - tensile strength 55 PSI, flexural strength 11000 PSI.
3. Fittings:
 - a. Comply with: NEMA TC-3 and UL 514.

2.3 EXPANSION FITTINGS

- A. Expansion fittings shall be:
1. UL Listed, hot dipped galvanized inside and outside providing a 4" expansion chamber - when used with rigid conduit and electrical metallic conduit, or:
 2. Be polyvinyl chloride and shall meet the requirements of and as specified elsewhere for non-metallic conduit and shall provide a 6" expansion chamber.
 3. Hot dipped galvanized expansion fitting shall be provided with an external braided grounding and bonding jumper with accepted clamps, UL Listed for the application.
 4. Expansion fitting, UL Listed for the application and in compliance with the National Electrical Code without the necessity of an external bonding jumper may be considered. Submit fitting with manufacturer's data and UL Listing for acceptance prior to installation.

2.4 METAL WIREWAYS

- A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
1. Cooper B-Line, Inc.
 2. Hoffman.
 3. Square D; Schneider Electric.
- B. Description: Sheet metal sized and shaped as indicated, NEMA 250, Type 1, unless otherwise indicated.
- C. Fittings and Accessories: Include couplings, offsets, elbows, expansion joints, adapters, hold-down straps, end caps, and other fittings to match and mate with wireways as required for complete system.
- D. Wireway Covers: Hinged type.
- E. Finish: Manufacturer's standard enamel finish.

2.5 SURFACE RACEWAYS

- A. Surface Metal Raceways: Galvanized steel with snap-on covers. Manufacturer's standard enamel finish in color selected by Architect.

1. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
 - a. Thomas & Betts Corporation.
 - b. Walker Systems, Inc.; Wiremold Company (The).
 - c. Wiremold Company (The); Electrical Sales Division.
 - d. Mono-Systems, Inc.

2.6 BOXES, ENCLOSURES, AND CABINETS

- A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
 1. Cooper Crouse-Hinds; Div. of Cooper Industries, Inc.
 2. EGS/Appleton Electric.
 3. Erickson Electrical Equipment Company.
 4. Hoffman.
 5. Hubbell Incorporated; Killark Electric Manufacturing Co. Division.
 6. O-Z/Gedney; a unit of General Signal.
 7. RACO; a Hubbell Company.
 8. Robroy Industries, Inc.; Enclosure Division.
 9. Scott Fetzer Co.; Adalet Division.
 10. Spring City Electrical Manufacturing Company.
 11. Thomas & Betts Corporation.
 12. Walker Systems, Inc.; Wiremold Company (The).
 13. Woodhead, Daniel Company; Woodhead Industries, Inc. Subsidiary.
- B. Sheet Metal Outlet and Device Boxes: NEMA OS 1.
 1. Luminaire and Equipment Supporting Boxes: Rated for weight of equipment supported; include 1/2 inch (13 mm) male fixture studs where required.
 2. Concrete Ceiling Boxes: Concrete type.
 3. Interior flush outlet boxes shall be one piece galvanized steel constructed with stamped knockouts in back and sides, and threaded holes with screws for securing box coverplates or wiring devices.
 4. Ceiling outlet boxes shall be 4" octagonal or 4" square X 1 1/2" deep or larger as required for number and size of conductors and arrangement, size and number of conduits terminating at them.
 5. Switch, wall receptacle, telephone and other recessed wall outlet boxes in drywall shall be a minimum of 4" square X 1 1/2" deep. For recessing in exposed masonry, provide one piece 4" square x 1 1/2" deep wall boxes with appropriate 4" square cut tile wall covers. For recessing in furred-out block walls, provide 4" square box with required extension for block depth and required extension for drywall depth.
 6. Boxes shall be of such form and dimensions as to be adapted to the specific use and location, type of device or fixtures to be used, and number and size of conductors and arrangement, size and number of conduits connecting thereto.
 7. Handy boxes shall not be used for any purpose.
 8. Where a box is used as the sole support for a ceiling paddle fan, the box must be listed for this purpose and the weight of the fan.
- C. Cast-Metal Outlet and Device Boxes: NEMA FB 1, Type FD, with gasketed cover.

1. Interior surface outlet boxes and conduit bodies installed from 0" AFF to 90" AFF (including fire alarm device backbox) shall be the heavy cast aluminum or iron with external threaded hubs for power devices and threaded parts for low voltage devices.
 2. Trim rings shall also be of one-piece construction.
 3. Weatherproof outlet boxes shall be constructed of corrosion-resistant cast metal suited to each application and having threaded conduit hubs, cast metal faceplate with spring-hinged waterproof cap suitable configured, gasket, and corrosion-proof fasteners.
 4. Freestanding cast boxes are to be type FSY (with flange). Other cast zinc boxes are not acceptable.
- D. Floor Boxes:
1. For all slab on grade areas except wet locations and wooden floors: Cast iron or steel with epoxy paint, fully adjustable before and after the concrete pour. The cover shall provide protection from water, dirt and debris. The cover will be flanged die cast aluminum with brushed aluminum finish that will accept carpet or tile cutouts to match flooring. The box shall be capable of adapting to most power and communications needs. Provide all activations, barriers and brackets required for the particular installation. Design Selection is Wiremold RFB 4 (based on required outlets) or equal.
 2. Wood Floors: Cast iron or steel fully adjustable, rectangular, multi-gang box. The cover shall provide protection from water, dirt and debris. The cover will be brass flip lids with appropriate multi gang ring to set flush with wood flooring. The box shall be capable of adapting to most power and communications needs.
 3. Poke Thru's for all floor boxes in elevated slabs: Flush style round poke thru with combination power (2 duplex) and data (6 Cat6 outlets). Poke Thru shall be UL scrub water exclusion for tile and carpeted floors. Poke thru shall be maintains UL fire rated for up to 2 hour rated floors. Poke thru shall meet FBC and ADA accessibility guidelines.
- E. Sheet Metal Pull and Junction Boxes: NEMA OS 1.
1. Pull and junction boxes (not in-ground type) larger than 25 square inches shall be hinged cover type with flush latches operated with screwdriver.
 2. Large Pull Boxes: Boxes larger than 400 cubic inches in volume or 20 inches in any dimension:
 - a. Use continuous hinged enclosures with locking handle.
 3. Exterior, damp location and wet location pull and junction boxes shall be Nema 4x stainless steel.
- F. Cabinets (Control and Systems):
1. NEMA 250, Type 1, galvanized-steel box with removable interior panel and removable front, finished inside and out with manufacturer's standard enamel.
 2. Hinged door in front cover with flush latch and concealed hinge.
 3. Metal barriers to separate wiring of different systems and voltage.
 4. Accessory feet where required for freestanding equipment.

2.7 HANDHOLES AND BOXES FOR EXTERIOR UNDERGROUND WIRING

- A. Description: Concrete ring with Nema 6P box inside (All Areas)
1. Color of Frame and Cover: Gray.
 2. Configuration: Concrete ring shall be designed for flush burial and have open bottom, unless otherwise indicated.
 3. Cover: Weatherproof, secured by tamper-resistant locking devices and having structural traffic load rating consistent with enclosure.
 4. Cover Finish: Nonskid finish shall have a minimum coefficient of friction of 0.50.
 5. Cover Legend: Molded lettering, "ELECTRIC.", "TELEPHONE." or as indicated for each service.
 6. Nema 6P box rated for direct burial enclosure shall be located inside the concrete ring for termination of conduits.
 7. Handholes 36 inches wide by 36 inches long and larger shall have inserts for cable racks and pulling-in irons installed before concrete is poured.

PART 3 - EXECUTION

3.1 RACEWAY LOCATION INSTALLATION REQUIREMENTS

- A. Underground Installations:
1. Use rigid non-metallic conduit (PVC) only unless local authority having jurisdiction or applicable codes/utility requirements, etc. require rigid steel conduit.
 2. All conduits or elbows entering, or leaving the ground shall be rigid steel conduit coated with asphaltic paint.
 3. All underground raceways (with exception of raceways installed under floor slab) shall be installed in accordance with the NEC except that the minimum cover for any conduit shall be two feet. Included under this Section shall be the responsibility for verifying finished lines in areas where raceways will be installed underground before the grading is complete.
 4. Where rigid metallic conduit is installed underground as noted above it shall be coated with waterproofing black mastic before installation, and all joints shall be re-coated after installation.
 5. Utilize rigid steel 90° elbows at each riser and at each change in direction. Elbows shall be coated with black mastic or PVC coating. Bond all metal elbows per NEC.
 6. All underground service lateral raceways shall be protected as required by the NEC including requirements for installation of warning tape.
- B. In Slab Above or on Grade:
1. Use coated rigid steel conduit or rigid non-metallic conduit.
 2. Coating of metallic conduit to be black asphaltic or PVC.
- C. Penetration of Slab:
1. Exposed Location subject to damage:
 - a. Where penetrating a floor in an exposed location subject to damage from underground or in slab, a black mastic coated or PVC coated galvanized rigid steel conduit shall be used.

2. Interior Location not subject to damage:
 - a. Where penetrating a floor in a location concealed in block wall and acceptable by applicable codes, rigid non-metallic conduit may be used up to first outlet box, provided outlet box is at a maximum height of 40" above finished floor.
 - b. Where penetrating a floor in location other than that above, transition to metallic conduit at the floor.
- D. Outdoor Location:
 1. Above Grade:
 - a. Where penetrating the finished grade, black mastic coated or PVC coated galvanized rigid steel conduit shall be used.
 - b. In general all exterior conduit runs shall be rigid steel conduit and threaded connectors as specified elsewhere.
 - c. Electrical metallic tubing (thin wall) is permitted under roof, overhangs, etc. provided it is not subjected to physical damage and is not in direct contact or directly subject to exterior elements including sunlight.
 2. Metal Canopies:
 - a.
 - b. Conduit runs except for canopy lighting raceways are not to be run on (top or bottom) of metal canopies roof systems. All new conduit shown on or at these areas is to be run underground. Clamp back spacers shall be used on all canopies to prevent galvanic action from dissimilar metals. Conduits installed exposed from Building structure to Metal Canopies will not be permitted.
 3. Roofs:
 - a. Conduit is not to be installed on roofs, without written authorization by A/E and the Owner for specific conditions.
 - b. When accepted by written authorization conduit shall comply with the following:
 - 1) Be PVC coated rigid galvanized metal conduit.
 - 2) All fittings, etc. are to be PVC coated.
 - 3) Conduit shall be supported above roof at least 6 inches using accepted conduit supporting devices. Refer to applicable sections of specifications on roofing, etc.
 - 4) Supports to be fastened to roof using roofing adhesive or means compatible with roofing. Confirm the method used will not void the roofing warranty. The use of pitch pockets is not acceptable.
- E. Interior Dry Locations:
 1. Concealed: Use rigid galvanized steel conduit and electrical metallic tubing. Rigid non-metallic conduit may be used inside block walls up to first outlet to a maximum of 40" A.F.F. except where prohibited by the NEC (places of assembly, etc.).
 2. Exposed: Use rigid galvanized steel or electrical metallic tubing. EMT may only be used where not subject to damage, which is interpreted by this specification to be above 90" AFF.
 3. Concealed or exposed flexible conduit:
 - a. Concealed flexible steel conduit or seal tight flexible steel conduit in lengths not longer than six (6) feet in length with a ground conductor installed in the conduit or an equipment ground conductor firmly attached to the terminating fitting at the extreme end of the flex. Exposed flexible steel conduit or seal tight flexible steel conduit shall not exceed two (2) feet in length, unless written authorization by A/E for specific conditions is granted.

- F. Interior Wet and Damp Locations:
 - 1. Use rigid galvanized steel conduit.
- G. Concrete Columns or Poured in-place Concrete Wall Locations:
 - 1. Use rigid non-metallic conduit. Penetration shall be by accepted metal raceway (i.e. metal conduit as required elsewhere in these specifications).

3.2 RACEWAY INSTALLATION

- A. Comply with NECA 1 for installation requirements applicable to products specified in Part 2 except where requirements on Drawings or in this Article are stricter.
- B. All bending, cutting, and reaming shall be completed with tools specifically designed for the specific use.
- C. Expansion fittings shall be installed in the following cases:
 - 1. In each conduit run wherever it crosses an expansion joint in the concrete structure; on one side of joint with its sliding sleeve end flush with joint, and with a length of bonding jumper in expansion equal to at least three times the normal width of joints.
 - 2. In each conduit run which mechanically attached to separate structures to relieve strain caused by shift on one structure in relation to the other.
 - 3. In straight conduit run above ground which is more than one hundred feet long and interval between expansion fittings in such runs shall not be greater than 100 feet.
- D. Arrange conduit to maintain headroom and present neat appearance.
- E. Provide rigid steel long radius 90 degree sweeps (bend radius of 10 times the conduit trade size diameter) for all changes in direction (vertical and horizontal) for utility conduits. Comply with all installation requirements of the utility to utilize the conduits.
- F. Utility conduits shall be buried a minimum of 36" deep to the top of the conduit.
- G. Route conduit installed above accessible ceilings or exposed to view parallel or perpendicular to walls. Do not run from point to point.
- H. Do not cross conduits in slab.
- I. Use conduit hubs to fasten conduit to sheet metal boxes in damp and wet locations and to cast boxes.
- J. Keep raceways at least 6 inches (150 mm) away from parallel runs of flues and steam or hot-water pipes. Install horizontal raceway runs above water and steam piping.
- K. Complete raceway installation before starting conductor installation.
- L. Support raceways as specified in Division 26 Section "Hangers and Supports for Electrical Systems."
- M. Arrange stub-ups so curved portions of bends are not visible above the finished slab.

- N. Install no more than equivalent of three 90-degree bends between boxes. Use conduit bodies to make sharp changes in direction, as around beams. Use factory elbows for bends in metal conduit larger than 2 inch (50 mm) size.
- O. Provide continuous fiber polyline 1000 lb. minimum tensile strength pull string in each empty conduit except sleeves and nipples. This includes all raceways which do not have conductors furnished under this Division of the specifications. Pull cord must be fastened to prevent accidental removal.
- P. Use suitable caps to protect installed conduit against entrance of dirt and moisture.
- Q. Rigid steel box connections shall be made with double locknuts and bushings.
- R. Spare conduit stubs shall be capped and location and use marked with concrete marker set flush with finish grade. Marker shall be 6" round x 6" deep with appropriate symbol embedded into top to indicate use. Also, tag conduits in panels where originating.
- S. Spare conduit stubs shall be capped with a UL listed and accepted cap or plug for the specific intended use and identified with ink markers as to source and labeled "Spare."
- T. Conceal conduit and EMT within finished walls, ceilings, and floors, unless otherwise indicated.
- U. Threaded Conduit Joints, Exposed to Wet, Damp, Corrosive, or Outdoor Conditions: Apply listed compound to threads of raceway and fittings before making up joints. Follow compound manufacturer's written instructions.
- V. Raceway Terminations at Locations Subject to Moisture or Vibration: Use insulating bushings to protect conductors, including conductors smaller than No. 4 AWG.
- W. Install pull wires in empty raceways. Use polypropylene or monofilament plastic line with not less than 200-lb (90-kg) tensile strength. Leave at least 12 inches (300 mm) of slack at each end of pull wire.
- X. Install raceway sealing fittings at suitable, approved, and accessible locations and fill them with listed sealing compound. For concealed raceways, install each fitting in a flush steel box with a blank cover plate having a finish similar to that of adjacent plates or surfaces. Install raceway sealing fittings at the following points:
 - 1. Where conduits pass from warm to cold locations, such as boundaries of refrigerated spaces.
 - 2. Where otherwise required by NFPA 70.
- Y. Recessed Boxes in Masonry Walls: Saw-cut opening for box in center of cell of masonry block, and install box flush with surface of wall.
- Z. All raceway runs in masonry shall be installed at the same time as the masonry so that no face cutting is required, except to accommodate boxes.
- AA. Raceways shall not be routed through stairwells, elevator shafts, elevator machine rooms or fire pump rooms unless the conduit is for use within that space.

- BB. Raceways installed in hazardous locations shall be installed in accordance with the appropriate provisions of NEC chapter 5 for that location. Confirm the appropriate space rating with life safety plans.
- CC. All raceway runs, whether terminated in boxes or not, shall be capped during the course of construction and until wires are pulled in, and covers are in place. No conductors shall be pulled into raceways until construction work which might damage the raceways has been completed.
- DD. Electrical raceways shall be supported independently of all other systems and supports, and shall in every case avoid proximity to other systems which might cause confusion with such systems or might provide a chance of electrolytic actions, contact with live parts or excessive induced heat.
- EE. Excavate trench bottom to provide firm and uniform support for conduit installed underground. Prepare trench bottom as specified in Division 31 Section "Earth Moving" for pipe less than 6 inches (150 mm) in nominal diameter. Install backfill as specified in Division 31 Section "Earth Moving."
- FF. After installing underground conduit, backfill and compact. Start at tie-in point, and work toward end of conduit run, leaving conduit at end of run free to move with expansion and contraction as temperature changes during this process. Firmly hand tamp backfill around conduit to provide maximum supporting strength. After placing controlled backfill to within 12 inches (300 mm) of finished grade, make final conduit connection at end of run and complete backfilling with normal compaction as specified in Division 31 Section "Earth Moving."

3.3 BOX INSTALLATION

- A. Set metal floor boxes level and flush with finished floor surface.
- B. Set nonmetallic floor boxes level. Trim after installation to fit flush with finished floor surface.
- C. Install electrical boxes as shown on drawings, and as required for splices, taps, wire pulling, equipment connections and compliance with regulatory requirements.
- D. Install electrical boxes to maintain headroom and to present neat mechanical appearance.
- E. Inaccessible Ceiling Areas: Install outlet and junction boxes no more than 6 inches (150 mm) from ceiling access panel or from removable recessed luminaire.
- F. Install boxes to preserve fire resistance rating of partitions and other elements.
- G. Align adjacent wall-mounted outlet boxes for switches, thermostats, and similar devices with each other.
- H. Outlets for 120V clocks shall be recessed so that the clock will hang flush with the finished surface of the wall.
- I. Use flush mounting outlet boxes in finished areas.

- J. Do not install flush mounting boxes back-to-back in walls; provide minimum 6 inch (150 mm) separation. Provide minimum 24 inches (600 mm) separation in acoustic and fire rated walls.
- K. Secure flush mounting box to interior wall and partition studs. Accurately position to allow for surface finish thickness.
- L. Use stamped steel bridges to fasten flush mounting outlet box between studs.
- M. Install flush mounting box without damaging wall insulation or reducing its effectiveness.
- N. Support all outlet boxes from structure with minimum of one (1) 3/8" all-thread rod hangers. Boxes larger than 25 square inches shall be supported with two (2) all-thread rod hangers, minimum.
- O. Do not fasten boxes to ceiling support wires.
- P. Use multi-gang box where more than one device is mounted together. Do not use sectional box.
- Q. Boxes in exterior walls shall be flush mounted. Use cast outlet box in exterior locations and wet locations where flush mounting is not possible.
- R. Install outlets in the locations shown on the drawings; however, the Owner shall have the right to make, prior to rough-in, slight changes in locations to reflect room furniture layouts.
- S. Coordinate work with all divisions so that each electrical box is the type suitable for the wall or ceiling construction provided and suitable fireproofing is inbuilt into fire rated walls.
- T. All boxes shall be installed in a flush rigid manner with box lines at perpendicular and parallel angles to finished surfaces. Boxes shall be supported by appropriate hardware selected for the type of surface from which the box shall be supported. For example, provide metal screws for metal, wood screws for wood, and expansion devices for masonry or concrete.
- U. For locations exposed to weather or moisture (interior or exterior), provide weatherproof boxes and accessories.
- V. As a minimum, provide pull boxes in all raceways over 150 feet long. The pull box shall be located near the midpoint of the raceway length.
- W. Provide knockout closures to cap unused knockout holes where blanks have been removed, and plugs for unused threaded hubs.
- X. Provide conduit locknuts and bushings of the type and size to suit each respective use and installation.
- Y. Boxes and conduit bodies shall be located so that all electrical wiring is accessible.
- Z. Avoid using round boxes where conduit must enter box through side of box, which would result in a difficult and insecure connection with a locknut or bushing on the rounded surface.

- AA. All flush outlets shall be mounted so that covers and plates will finish flush with finished surfaces without the use of shims, mats or other devices not submitted or accepted for the purpose. Add-a-Depth rings or switch box extension rings are not acceptable. Plates shall not support wiring devices. Gang switches with common plate where two or more are indicated in the same location. Wall-mounted devices of different systems (switches, thermostats, etc.) shall be coordinated for symmetry when located near each other on the same wall. Outlets on each side of walls shall have separate boxes. Through-wall type boxes shall not be permitted. Back-to-back mounting shall not be permitted. Trim rings shall be extended to within 1/8" of finish wall surface.
- BB. Outlet boxes mounted in metal stud walls, are to be supported to studs with two (2) screws inside of outlet box to a horizontal stud brace between vertical studs or one side of outlet box supported to stud with opposite side mounted to section of stud or device to prevent movement of outlet box after wall finished.
- CC. All outlet boxes that do not receive devices in this contract are to have blank plates installed matching wiring device plates.
- DD. Height of wall outlets to bottom above finished floors shall be as follows, unless specifically noted otherwise, or unless otherwise required by applicable codes including ADA. Verify with the Architectural plans and shop drawings for installing.
- | | |
|-----------------------------|---|
| 1. Switches | 4'-0" AFF to top |
| 2. Receptacles | 1'-4" AFF to bottom |
| 3. Lighting Panels | 6'-6" AFF to centerline of highest breaker/fuse |
| 4. Phone outlets | 1'-4" AFF to bottom |
| 5. Intercom Call-in | 4'-0" AFF to top |
| 6. Fire Alarm Pull Stations | 4'-0" AFF to top |
| 7. Fire Alarm Strobe Lights | Lens is not less than 80" AFF and not more than 96" AFF |
| 8. Fire Alarm Audible Only | Not less than 90" and not less than 6" below ceiling. |
- EE. Bottoms of outlets above counter tops or base cabinets shall be minimum 2" above counter top or backsplash, whichever is highest. Outlets may be raised so that bottom rests on top of concrete block course, but all outlets above counters in same area shall be at same height. It is the responsibility of this Division to secure cabinet drawings and coordinate outlet locations in relation to all cabinets as shown on Architectural plans, prior to rough-in, regardless of height shown on Division 26 drawings.
- FF. Height of wall-mounted fixtures shall be as shown on the drawings or as required by Architectural plans and conditions. Fixture outlet boxes shall be equipped with fixture studs when supporting fixtures.
- GG. Locate special purpose outlets as indicated on the drawings for the equipment served. Location and type of outlets shall be coordinated with appropriate trades involved. The securing of complete information for proper electrical roughing-in shall be included as work required under this section of specifications. Provide plug for each outlet.
- HH. Electrical outlet boxes may be installed in vertical fire resistive assemblies classified as fire/smoke and smoke partitions without affecting the fire classification, provided such openings occur on one side only within a 24" wall space and that openings do not exceed 16 sq. inches.

All clearances between such outlet boxes and the gypsum board must be completely filled with joint compound.

- II. Fire-Barrier Penetrations: Firestop penetrations under division 07 Section "Firestopping".

3.4 INSTALLATION OF UNDERGROUND HANDHOLES AND BOXES

- A. Install handholes and boxes level and plumb and with orientation and depth coordinated with connecting conduits to minimize bends and deflections required for proper entrances.
- B. Unless otherwise indicated, support units on a level bed of crushed stone or gravel, graded from 1/2-inch (12.5-mm) sieve to No. 4 (4.75-mm) sieve and compacted to same density as adjacent undisturbed earth.
- C. Elevation: In all areas, set so cover surface will be flush with finished grade.

3.5 INSTALLATION OF WIREWAYS

- A. Do not install wireways as a substitute for proper coordination and layout of conduit stub ups to panels. Prior authorization from the engineer is required prior to installation of any wireways.
- B. Do not make splices in wireways. All wires must be pulled through without splice or termination.
- C. Install wireway to maintain headroom and to present neat mechanical appearance.
- D. Support wireway independently of conduit.
- E. Wireway shall be located so that all electrical wiring is accessible.

END OF SECTION 260533

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SECTION 262726 - WIRING DEVICES

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. Receptacles, receptacles with integral GFCI, and associated device plates.
 - 2. Twist-locking receptacles.
 - 3. Isolated-ground receptacles.
 - 4. Snap switches and wall-box dimmers.
 - 5. Solid-state fan speed controls.
 - 6. Pendant cord-connector devices.
 - 7. Cord and plug sets.
 - 8. Floor service outlets, poke-through assemblies, service poles, and multioutlet assemblies.

1.3 DEFINITIONS

- A. EMI: Electromagnetic interference.
- B. GFCI: Ground-fault circuit interrupter.
- C. Pigtail: Short lead used to connect a device to a branch-circuit conductor.
- D. RFI: Radio-frequency interference.
- E. TVSS: Transient voltage surge suppressor.
- F. UTP: Unshielded twisted pair.

1.4 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Operation and Maintenance Data: For wiring devices to include in all manufacturers' packing label warnings and instruction manuals that include labeling conditions.

1.5 QUALITY ASSURANCE

- A. Source Limitations: Obtain each type of wiring device and associated wall plate through one source from a single manufacturer. Insofar as they are available, obtain all wiring devices and associated wall plates from a single manufacturer and one source.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.
- C. Comply with NFPA 70.
- D. Comply with NEMA WD 1.

1.6 COORDINATION

- A. Receptacles for Owner-Furnished Equipment: Match plug configurations.
 - 1. Cord and Plug Sets: Match equipment requirements.

1.7 ALLOWANCES

- A. Provide for twenty additional receptacles as directed in field. Allowance includes purchase, delivery and installation of box, receptacle cover plate, wire and 100 feet of conduit for each receptacle.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers' Names: Shortened versions (shown in parentheses) of the following manufacturers' names are used in other Part 2 articles:
 - 1. Hubbell Incorporated; Wiring Device-Kellems (Hubbell).
 - 2. Leviton Mfg. Company Inc. (Leviton).
 - 3. Pass & Seymour/Legrand; Wiring Devices & Accessories (Pass & Seymour).

2.2 STRAIGHT BLADE RECEPTACLES

- A. Convenience Receptacles, 125 V, 20 A: Comply with NEMA WD 1, NEMA WD 6 configuration 5-20R, and UL 498.
 - 1. Products: Subject to compliance with requirements, provide one of the following for standard convenience outlets:
 - a. Hubbell; HBL5361 (single), HBL5352 (duplex).
 - b. Leviton; 5351 (single), 5352 (duplex).
 - c. Pass & Seymour; 5361 (single), 5352 (duplex).

2. Black Computer Power Duplex Receptacle:
 - a. Pass & Seymour Model PS5352-Black
 - b. Hubbell Model HBL5362-Black
 - c. Leviton Model 5362-Black

2.3 GFCI RECEPTACLES

- A. General Description: Straight blade, feed-through type. Comply with NEMA WD 1, NEMA WD 6, UL 498, and UL 943, Class A, and trip button to indicate when device is tripped. Face will not have power if reverse wired. Visual indication for device has lost capability to provide protection.
- B. Outdoor locations provide weather resistant GFCI convenience receptacles, 125V, 20A - Black
 1. Products: Subject to compliance with requirements, provide one of the following:
 - a. Hubbell #GFR5362WR
 - b. Pass & Seymour; 2095DSWRBK.
 - c. Leviton #W7899-E
- C. Duplex GFCI Convenience Receptacles, 125 V, 20 A:
 1. Products: Subject to compliance with requirements, provide one of the following:
 - a. Hubbell #GFR5362
 - b. Pass & Seymour; 2095.
 - c. Leviton #6898

2.4 HAZARDOUS (CLASSIFIED) LOCATION RECEPTACLES

- A. Wiring Devices for Hazardous (Classified) Locations: Comply with NEMA FB 11 and UL 1010.
 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. Cooper Crouse-Hinds.
 - b. EGS/Appleton Electric.
 - c. Killark; a division of Hubbell Inc.

2.5 TWIST-LOCKING RECEPTACLES

- A. Single Convenience Receptacles, 125 V, 20 A: Comply with NEMA WD 1, NEMA WD 6 configuration L5-20R, and UL 498.
 1. Products: Subject to compliance with requirements, provide one of the following:
 - a. Hubbell; HBL2310.
 - b. Leviton; 2310.
 - c. Pass & Seymour; L520-R.

2.6 PENDANT CORD-CONNECTOR DEVICES

- A. Description: Matching, locking-type plug and receptacle body connector; NEMA WD 6 configurations L5-20P and L5-20R, heavy-duty grade.

1. Body: Nylon with screw-open cable-gripping jaws and provision for attaching external cable grip.
2. External Cable Grip: Woven wire-mesh type made of high-strength galvanized-steel wire strand, matched to cable diameter, and with attachment provision designed for corresponding connector.

2.7 CORD AND PLUG SETS

- A. Description: Match voltage and current ratings and number of conductors to requirements of equipment being connected.
1. Cord: Rubber-insulated, stranded-copper conductors, with Type SOW-A jacket; with green-insulated grounding conductor and equipment-rating ampacity plus a minimum of 30 percent.
 2. Plug: Nylon body and integral cable-clamping jaws. Match cord and receptacle type for connection.

2.8 SNAP SWITCHES

- A. Comply with NEMA WD 1 and UL 20.
- B. Snap switches for general use shall be maintained contact types, and shall be single-pole, double-pole, three-way, or four-way as required for the specific switching arrangements shown on the drawings. They shall be quiet tumbler operation types, having silver alloy contacts, and meeting all NEMA performance standards.
- C. Switches, 120/277 V, 20 A:
1. Products: Subject to compliance with requirements, provide one of the following:
 - a. Hubbell; HBL1221 (single pole), HBL1222 (two pole), HBL1223 (three way), HBL1224 (four way).
 - b. Leviton; 1221 (single pole), 1222 (two pole), 1223 (three way), 1224 (four way).
 - c. Pass & Seymour; PS20AC1 (single pole), PS20AC2 (two pole), PS20AC3 (three way), PS20AC4 (four way).
- D. Pilot Light Switches, 20 A:
1. Products: Subject to compliance with requirements, provide one of the following:
 - a. Hubbell; HPL1221PL for 120 V and 277 V.
 - b. Leviton; 1221-PLR for 120 V, 1221-7PLR for 277 V.
 - c. Pass & Seymour; PS20AC1RPL for 120 V.
 2. Description: Single pole, with neon-lighted handle, illuminated when switch is "off." Provide red handle for switches connected to emergency power.
- E. Key-Operated Switches, 120/277 V, 20 A:
1. Products: Subject to compliance with requirements, provide one of the following:
 - a. Hubbell; HBL1221L.
 - b. Leviton; 1221L.
 - c. Pass & Seymour; PS20AC1-L.
 2. Description: Single pole, with factory-supplied key in lieu of switch handle. All key operated switches shall be keyed alike.

- F. Single-Pole, Double-Throw, Momentary Contact, Center-Off Switches, 120/277 V, 20 A; for use with mechanically held lighting contactors.
 - 1. Products: Subject to compliance with requirements, provide one of the following:
 - a. Hubbell; HBL1557.
 - b. Leviton; 1257.
 - c. Pass & Seymour; 1251.
- G. Key-Operated, Single-Pole, Double-Throw, Momentary Contact, Center-Off Switches, 120/277 V, 20 A; for use with mechanically held lighting contactors, with factory-supplied key in lieu of switch handle. All keyed switches shall be keyed alike.
 - 1. Products: Subject to compliance with requirements, provide one of the following:
 - a. Hubbell; HBL1557L.
 - b. Leviton; 1257L.
 - c. Pass & Seymour; 1251L.

2.9 WALL-BOX DIMMERS

- A. Dimmer Switches: Modular, full-wave, solid-state units with integral, quiet on-off switches, with audible frequency and EMI/RFI suppression filters.
- B. Control: Continuously adjustable toggle switch; with single-pole or three-way switching. Comply with UL 1472.
- C. Incandescent Lamp Dimmers: 120 V; control shall follow square-law dimming curve. On-off switch positions shall bypass dimmer module.
 - 1. 600 W; dimmers shall require no derating when ganged with other devices.
- D. Fluorescent Lamp Dimmer Switches: Modular; compatible with dimmer ballasts; trim potentiometer to adjust low-end dimming; dimmer-ballast combination capable of consistent dimming with low end not greater than 20 percent of full brightness.

2.10 FAN SPEED CONTROLS

- A. Modular, 120-V, full-wave, solid-state units with integral, quiet on-off switches and audible frequency and EMI/RFI filters. Comply with UL 1917.
 - 1. Continuously adjustable toggle switch, 5 A.
 - 2. Three-speed adjustable slider, 1.5 A.

2.11 WALL PLATES

- A. Single and combination types to match corresponding wiring devices.
 - 1. Plate-Securing Screws: Metal with head color to match plate finish.
 - 2. All wiring devices shall be provided with standard size one-piece cover plates of suitable configuration for the number and type of devices to be covered.
 - 3. Metallic cover plates shall be used in interior spaces, except as noted below, and shall be fabricated of corrosion-resistant #302 stainless steel, having a nominal thickness of .04", and a brushed finish. Screws securing the plates shall have flush (when installed) heads

with finish to match plates. Metallic cover plates shall meet all requirements of the National Electrical Code and Federal Specifications.

4. Cover plates for switches located in corrosive atmospheres (where vaporproof is not indicated) shall be equal to Hubbell #17CM81/#17CM82/#17CM83/#17CM84 one piece neoprene with matching presswitch.
5. Cover plate engraving, where required, shall be accomplished by cover plate manufacturer in accordance with instructions given on the drawings. Metallic plates shall be engraved with black fill. Red plates shall be engraved with white fill.
6. Material for Unfinished Spaces: Galvanized steel.

- B. Wet-Location, Weatherproof Cover Plates: NEMA 250, complying with type 3R weather-resistant, die-cast aluminum with lockable "in use" cover. Cover plates for exterior receptacles shall be gasketed covers with hinge allowing plug and cord to be plugged in and activated with cover closed.

2.12 MULTIOUTLET ASSEMBLIES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
1. Hubbell Incorporated; Wiring Device-Kellems.
 2. Wiremold Company (The).
 3. Mono-systems, Inc.
- B. Components of Assemblies: Products from a single manufacturer designed for use as a complete, matching assembly of raceways and receptacles.
- C. Raceway Material: Metal, with manufacturer's standard finish.
- D. Wire: No. 12 AWG.

2.13 SERVICE POLES

- A. Description: Factory-assembled and -wired units to extend power and voice and data communication from distribution wiring concealed in ceiling to devices or outlets in pole near floor.
1. Poles: Nominal 2.5-inch- (65-mm-) square cross section, with height adequate to extend from floor to at least 6 inches (150 mm) above ceiling, and with separate channels for power wiring and voice and data communication cabling.
 2. Mounting: Ceiling trim flange with concealed bracing arranged for positive connection to ceiling supports; with pole foot and carpet pad attachment.
 3. Finishes: Manufacturer's standard painted finish and trim combination.
 4. Wiring: Sized for minimum of five No. 12 AWG power and ground conductors and a minimum of four, 4-pair, Category 3 or 5 voice and data communication cables.
 5. Power Receptacles: Two duplex, 20-A, heavy-duty, NEMA WD 6 configuration 5-20R units.
 6. Voice and Data Communication Outlets: Four RJ-45 Category 6 jacks.

2.14 FINISHES

- A. Color: Wiring device catalog numbers in Section Text do not designate device color.
 - 1. Wiring Devices Connected to Normal Power System: Gray, unless otherwise indicated or required by NFPA 70 or device listing.
 - 2. Receptacle devices for computer power shall be black color.
 - 3. Wiring Devices Connected to Emergency Power System: Red.
 - 4. Modify any given catalog numbers as required to procure devices and plates of the proper color.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Coordination with Other Trades:
 - 1. Take steps to insure that devices and their boxes are protected. Do not place wall finish materials over device boxes and do not cut holes for boxes with routers that are guided by riding against outside of the boxes.
 - 2. Keep outlet boxes free of plaster, drywall joint compound, mortar, cement, concrete, dust, paint, and other material that may contaminate the raceway system, conductors, and cables.
 - 3. Install device boxes in brick or block walls so that the cover plate does not cross a joint unless the joint is troweled flush with the face of the wall.
 - 4. Install wiring devices after all wall preparation, including painting, is complete.
- B. Install products in accordance with manufacturer's instructions.
- C. Install devices plumb and level.
- D. Install switches with OFF position down.
- E. Provide device coverplates for every device installed. Cover plates shall be installed so that they appear straight with no gaps between plate edges and the wall. Maintain vertical and horizontal to within 1/16 of an inch
- F. Wiring devices shall not be installed in exposed masonry until cleaning of masonry with acids has been completed.
- G. All receptacles and switches shall be grounded by means of a ground wire from device ground screw to outlet box screw and branch circuit ground conductor. Strap alone will not constitute an acceptable ground.
- H. All devices shall be installed so that only one wire is connected to each terminal.
- I. Connect wiring devices by wrapping conductor around screw terminal.
- J. Install galvanized steel plates on outlet boxes and junction boxes in unfinished areas, above accessible ceilings, and on surface mounted outlets.

- K. Install local room area wall switches at door locations on the lock side of the door, approximately four inches from the jamb. Where locations shown on the drawings are in question, provide written request for information to A/E prior to roughin.
- L. Conductors:
 - 1. Do not strip insulation from conductors until just before they are spliced or terminated on devices.
 - 2. Strip insulation evenly around the conductor using tools designed for the purpose. Avoid scoring or nicking of solid wire or cutting strands from stranded wire.
 - 3. The length of free conductors at outlets for devices shall meet provisions of NFPA 70, Article 300, without pigtails.
- M. Device Installation:
 - 1. Replace all devices that have been in temporary use during construction or that show signs that they were installed before building finishing operations were complete.
 - 2. Keep each wiring device in its package or otherwise protected until it is time to connect conductors.
 - 3. Do not remove surface protection, such as plastic film and smudge covers, until the last possible moment.
 - 4. Connect devices to branch circuits using pigtails that are not less than 6 inches (152 mm) in length.
 - 5. When there is a choice, use side wiring with binding-head screw terminals. Wrap solid conductor tightly clockwise, 2/3 to 3/4 of the way around terminal screw.
 - 6. Use a torque screwdriver when a torque is recommended or required by the manufacturer.
 - 7. When conductors larger than No. 12 AWG are installed on 15- or 20-A circuits, splice No. 12 AWG pigtails for device connections.
 - 8. Tighten unused terminal screws on the device.
 - 9. When mounting into metal boxes, remove the fiber or plastic washers used to hold device mounting screws in yokes, allowing metal-to-metal contact.
- N. Device Plates: Do not use oversized or extra-deep plates. Repair wall finishes and remount outlet boxes when standard device plates do not fit flush or do not cover rough wall opening.
- O. Dimmers:
 - 1. Install dimmers within terms of their listing.
 - 2. Verify that dimmers used for fan speed control are listed for that application.
 - 3. Install unshared neutral conductors on line and load side of dimmers according to manufacturers' device listing conditions in the written instructions.
- P. Arrangement of Devices: Unless otherwise indicated, mount flush, with long dimension vertical and with grounding terminal of receptacles on bottom. Group adjacent switches or receptacles under multigang wall plates. Provide proper NEC barriers in boxes which serve devices for both the Normal and Emergency Systems.
- Q. Adjust locations of floor service outlets and service poles to suit arrangement of partitions and furnishings.

3.2 CONNECTIONS

- A. Connect wiring device grounding terminal to outlet box with bonding jumper.

- B. Connect wiring device grounding terminal to branch-circuit equipment grounding conductor.
- C. Tighten electrical connectors and terminals according to manufacturers published torque-tightening values. If manufacturers torque values are not indicated, use those specified in UL 486A and UL 486B.

3.3 NEUTRAL CONDUCTOR CONNECTIONS

- A. At each receptacle "in" and "out" phase and neutral conductors shall have an additional conductor for connection to device. The practice of "looping" conductors through receptacle boxes shall not be acceptable. (IE: The device shall not be used to complete the circuit. Pigtails shall be used from the device)

3.4 IDENTIFICATION

- A. Comply with Division 26 Section "Identification for Electrical Systems."
 - 1. Receptacles and Switches: Identify panelboard and circuit number from which served. Use permanent marker to identify on the back of plates or tags within outlet boxes.

3.5 FIELD QUALITY CONTROL

- A. Inspect each wiring device for defects.
- B. Operate each wall switch with circuit energized and verify proper operation.
- C. Verify that each receptacle device is energized.
- D. Test each receptacle device for proper polarity.
- E. Test each GFCI receptacle device for proper operation.

3.6 ADJUSTING

- A. Adjust devices and wall plates to be flush and level.

END OF SECTION 262726

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SECTION 272626 – DATA COMMUNICATIONS INTEGRATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. General: Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to work of this section.

B. STANDARDS

1. TIA/EIA-568-B.1 "Commercial Building Telecommunications Cabling Standard", CSA T529.
2. TIA/EIA-568-B.2-1 "Transmission Performance Specifications for 4-pair 100Ohm Category 6 Cabling".
3. TIA/EIA-569 "Commercial Building Standard for Telecommunications Pathways and Spaces", CSA T530.
4. TIA/EIA-606 "Administration Standard for Telecommunications Infrastructure of Commercial Buildings", CSA T528.
5. TIA/EIA-607 "Commercial Building Grounding/Bonding Requirements".
6. TSB-67 "Transmission Performance Specification for Field Testing of Unshielded Twisted Pair Cabling Systems".
7. TIA/EIA TSB-72 "Centralized Optical Fiber Cabling Guidelines".
8. *TIA/EIA PN-3398 TSB-75 "Additional Horizontal Cabling Practices for Open Offices".
9. ANSI/NFPA 70 National Electrical Code, CSA C22.1.
10. BICSI Telecommunications Distribution Methods Manuals
11. BICSI Telecommunications Installation Manuals
12. County Codes and Regulations.
13. Underwriters Laboratories (UL)
14. FCC -Federal Communications Commission
15. ADA Requirements
16. Occupational Safety and Health Regulations (OSHA)
17. National Fire Protection Association (NFPA)
18. Florida Statutes and Administrative Rules
19. Cabling System Certified Cabling Catalog

1.2 DESCRIPTION

A. General: Furnish and install, complete with all accessories an EIA/TIA 568-B.2-1 Category 6 Premise Distribution System (PDS) with a minimum 25-year, LINK AND CHANNEL WARRANTY for the entire system. This warranty shall provide for guaranteed system performance and the replacement of any defective products or installation. The goal of the project is to provide an enhanced PDS system that shall serve as a vehicle for transport of data, video, and voice telephony signals throughout the building and from building to building from designated demarcation points to outlets located at various desks, workstation and other locations as indicated on the contract drawings and described herein.

- B. The intent of the contract documents is to maintain the existing Data system throughout construction. This will include a tie of the old system to the new system. Drawings have been provided to assist with coordinating this effort, but do not necessarily represent the entire scope of the work. Phasing may be modified and altered by contractor with the Owners approval and all such sequencing may require additional temporary connection, conduit, wiring and equipment. The contractor shall include in the bid all cost to maintain the existing and new system functioning harmoniously.
- C. Support analog and digital voice applications, data, local area networks (LAN), video and low voltage devices for building controls and management on a common cabling platform. The applications that shall be supported include, but are not limited to:
1. Data Processing - EIA-232-D, EIA-422A, EIA-43-A, RS-485, StarLAN, Fiber Distributed Data Interface (FDDI), Ethernet 10BASE-T (IEEE 802.3i), 10BASE-F (IEEE 802.3j), and TP-PMD. In addition, these links/channels shall be capable of supporting high-end applications such as 100 Base-T (IEEE 802.3u), 1000Base-T (IEEE 802.3z, ab), and 1000 base TX.
 2. Voice Over Internet Protocol (VOIP) – Cisco Unified Communications Manager (Call manager).
 3. Video – Broadband and base band Analog Video, Digital Video, Video Conferencing.
 4. WLAN applications, cabling for Wireless Access points (WAP), shall be compliant with applicable EIA/TIA standards, as well as the IEEE 802.3af standard for providing PoE, (Power over Ethernet) for Data Terminal Equipment (DTE) over Category rated UTP cable.
 5. Direct Digital Control (DDC) Building Automatin System (BAS) Central Site.
 6. Card Access System inter-controller backbone (Interconnect)
 7. Distributed Intercom Controller backbone (Interconnect) (IP Intercom)
 8. IP Security cameras
 9. Other Applications: ISDN, ATM, ADSL, VoIP.
- D. General: The system shall utilize a network of unshielded twisted pair cables (UTP) and fiber optic cables (FO) for horizontal cabling, Backbone cabling, Riser cabling, tie cabling, and patch cords. Cables and terminations shall be provided and located as shown and in the quantities indicated on the drawings. FO Cables shall terminate on rack-mounted Fiber Distribution Centers (FDC's), UTP cables shall terminate on rack-mounted modular patch panels and work area outlets located as shown on the drawings. All cables and terminations shall be identified at all locations according to the EIA/TIA 606 standard. All cables shall be terminated in an alphanumeric sequence at all termination locations.
- E. Warranty: Cabling systems shall be required to be covered under a manufacturers warranty program for both LINK and Channel configurations. Including cable, jacks, patch panels, patch cords and include cabling specifically approved for the LINK and Channel configuration as specified in the connectivity manufacturers warranty. The patch cords and workstation cords shall me manufactured by the same manufacturer as the jacks and patch panels. The patch cords shall be 100% factory tested for compliance to the Category 6 standard.
- F. All terminations shall comply with, and be tested to the EIA/TIA 568B.2-1 Category 6 requirements at a minimum, and providing at least a 25-year warranty.
1. It should be anticipated by all installers that all horizontal cable supporting data applications must meet at a minimum the Category 6 performance requirements as listed

by EIA/TIA standards for the link and channel. (Field testing for LINK only, 100% factory patch cord testing required)

- G. Data Services: Wiring utilized for data communications shall originate at Owner provided hubs and concentrators in vertical free standing equipment racks located at individual IDF'S. Assist Owner by providing port counts for wall outlets, WAP, TV and camera ports.
- H. Work Included: Provide wiring, terminations and patch bays between these designated demarcation points and outlet locations designated on the plans shall be considered part of the contact.
- I. Utilize the following color code for Category 6 components. (Voice- "white"), (Data- "orange") and (WAP's - "purple"). Each of the following components shall be color matched to allow for system "color coding". Cat. 6 Cable jacket, Patch cords and Cat. 6 jacks.

1.3 QUALIFICATIONS

- A. General: The contractor selected for the Project must show current certification as an installer of the manufacturers of the products approved for the project, adhere to the engineering, installation and testing procedures and utilize the authorized manufacturers components and distribution channels in provisioning the Project. The installer shall have a local office within 50 miles of the project site and show proof of at least 5 years prior experience performing a similar scope of work with this company in the same 50 mile area.
- B. General: The Contractor directly responsible for this work shall be a "Premise Distribution Wiring Contractor" (PDW) who is, and who has been, regularly engaged in the providing and installation of commercial and industrial telecommunications wiring systems of this type and size for at least the immediate past five years. The Contractor shall be required to hold a valid State of Florida low voltage contractors license. Any sub-Contractor, who will assist the PDW contractor in performance of this work, shall have the same training and certification as the PDW contractor.
- C. Certification: The contractor's Project Manager shall possess a current BICSI Registered Communications Distribution Designer (RCDD) certificate. All shop drawings submitted by the contractor shall bear the RCDD's seal. The PM shall have been certified as an RCDD for at least the last 5 years.
- D. Experience: The Contractor shall be experienced in all aspects of this work and shall be required to demonstrate direct experience on recent systems of similar type and size. The Contractor shall own and maintain tools and equipment necessary for successful installation and testing of optical fiber and Category 6 copper premise distribution systems and have personnel who are adequately trained in the use of such tools and equipment.
- E. Submit contractor qualifications and certifications with bids.

1.4 Not Used

1.5 SUBMITTALS

- A. General: Submittals required prior to commencement of work shall include manufactures cut sheets for all proposed equipment including, but not limited to, the following:
1. All wire and cable.
 2. All connectors and required tooling.
 3. All termination system components for each cable type.
 4. All IDF equipment frame types, hardware and LAN equipment if part of this project.
 5. All cable suspension j-hooks, cable fasteners, CAT 6 cable suspension components.
 6. All grounding and surge suppression system components for the systems portion of the project.
 7. AC Grade, Plywood Backboards painted with UL Classified fire retardant paint.
 8. Contractor qualifications should be submitted with bids.
- B. Adherence to Specifications: Manufacturers and/or products are listed in order of preference. Single manufacturer names means that no other manufacturers' product is accepted without written approval from the Owner and the Engineer. These manufacturers represent major components and are not intended to be comprehensive. Shop drawings and/or samples for all products not listed must be submitted to ICTS for approval. Also, an explanation in detail giving the reason(s) why and how the proposed items will meet the specifications and will not be considered an exception, and submit adequate information to support this claim. ICTS reserves the right to be the sole judge of what is equal or equivalent. These changes, if approved by the OWNER and the ENGINEER, must be issued in a WRITTEN ADDENDUM not later than seven (7) days prior to bid-opening date.
- C. Required to be submitted with the bid:
1. Copy of the Contractor's current Certification by the specific connectivity manufacturer.
 2. Installer qualifications.
- D. Provide EXCEL software spreadsheet that defines the telecommunications outlet number, location, and number of voice, data and special jacks. This database is to also include outlet patch panel connection to the riser/inter-floor cable, equipment, and telephone company demarcation circuit pairs.
1. WLAN applications, cabling for Wireless Access points (WAP), shall be compliant with applicable EIA/TIA standards, as well as the IEEE 802.3af standard for providing PoE, (Power over Ethernet) for Data Terminal Equipment (DTE) over Category rated UTP cable.

1.6 SPECIAL REQUIREMENTS FOR CABLE ROUTING AND INSTALLATION

- A. General: Cable routing and Installation practices shall be in accordance with BICSI's Telecommunications Distribution Methods Manual (TDMM) and Telecommunications Installation Manual.
- B. Plenum Spaces and cable routing: The majority of PDW wiring in this building will be installed above ceilings. All communications cabling used throughout this project shall comply with the

requirements as outlined in the National Electric Code (NEC) article 800. All cabling shall bare the CMR, MPR OR OFNR (RISER) and or appropriate markings for ducted "air return" applications and for cable run in conduit. Cable shall bare CMP, MPP or OFNP (plenum) markings for all non-ducted return air applications or as required by local and/or State code requirements. Verify with local and State code enforcement officers where plenum and non-plenum cables are required. All cable shall bare the appropriate markings for the environment in which they are installed.

- C. Conduit will provide a pathway for all cables concealed within walls, run in exposed ceiling spaces, run in inaccessible ceiling spaces (Drop ceilings above 11' in height are also considered inaccessible), run exterior of the building, or subject to physical damage.
- D. Cable Pathway: In suspended ceiling and raised floor areas where duct, cable trays, or conduits are not available, bundle in bundles of 40 or less, horizontal wiring with cable ties snug, but not deforming the cable geometry. Cable ties in plenum areas shall be plenum rated. The cable bundling shall be supported via "CLIC" fasteners in Telecommunications closets and non-plenum areas and Category 6 compliant J-hooks or basket tray in ceiling spaces. Provide a minimum of two hangers at any corners or 90 degree turns. Attachment shall be to the building structure and framework at a maximum of five (5) foot intervals. Ceiling suspension wire or independent tie wire shall not be allowed in any space for cable support. Where cable is run above the ceiling in areas without walls, all thread rod shall be used (minimum 1/4", however sized to support the intended weight) with the appropriate CAT 6 hanger for cross-room support. Support rods shall be level and plumb after cable installation. Adhere to the manufacturers' requirements for bending radius and pulling tension of all cables.
- E. Protection: Sealing of openings through rated fire and smoke walls, existing or created for cable pass through shall be provided under division 7 section "Firestopping". Create openings as are necessary for cable passage between locations as shown on the drawings or required. Any openings created for this work and left unused shall also be sealed under Division 7 section "Firestopping".
- F. Damage: The contractor shall be responsible for any damage to any surfaces or work disrupted as a result of his work. Repair of surfaces including painting and ceiling tile replacement shall be included as part of this contract.
- G. Avoiding EMI: To avoid EMI, all pathways shall provide clearances of at least 4 feet (1.2 meters) from motors or transformers; 1 foot (1'2 inches) from conduit and cables used for electrical-power distribution; and 1 foot (12 inches) from fluorescent lighting. Pathways shall cross perpendicular to fluorescent lighting and electrical power cables and conduits.

1.7 WARRANTY REQUIREMENTS

- A. Cabling system warranties are to be supplied by the manufacturer of the connectivity, (jacks, patch panels and patch cords). A Warranty from the cable manufacturer or the contractor shall not be accepted.
- B. The warranty program shall include coverage for both Link and Channel configuration as specified in the connectivity manufacturer's warranty. Warranty Design Standard: Hubbell Premise Wiring, 25 year, Mission Critical System Warranty. (www.hubbell-premise.com)

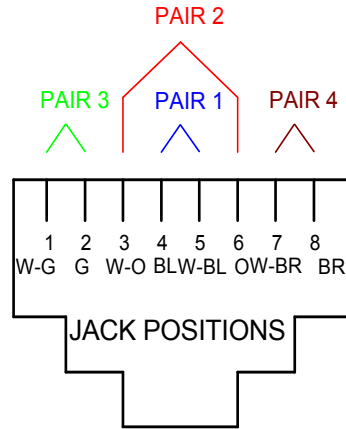
1.8 WORK EXTERNAL TO THE BUILDING

- A. General: the provisions of this specification shall govern any work external to the confines of this building as shown on the drawings.

PART 2 - PRODUCTS

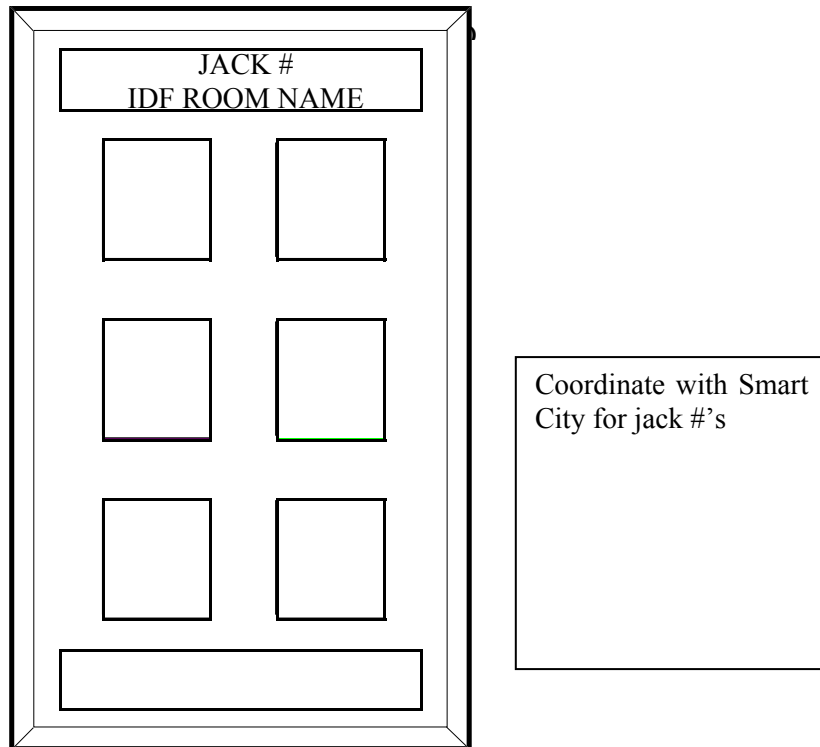
2.1 OUTLETS

- A. General: Communications outlets that contain copper services shall be equipped with ANSI/TIA/EIA-568-B.2-1 Category 6, 8-position modular jacks (RJ45 type) utilizing T568A wiring. All outlet cabling shall terminate on appropriate termination blocks at their associated IDF. Outlet jack module arrangement and quantities are shown on the drawings. Outlets shall be certified to operate at 1000 Mbps data speed with twisted pair terminal wiring as verified by ETL or UL. Faceplates shall be able to accommodate up to 6, 8-position modular jacks each.
- B. Wall outlets: shall consist of single gang wall plates. Provide blank module inserts for all unused module locations
- C. Floor outlets: shall consist of single gang wall plates inside the floor box. Provide blank module inserts for all unused module locations.
- D. Modular furniture outlets: Shall consist of modular furniture faceplate capable of housing up to (4) 8-position modular connectors. Provide blank module inserts for all unused module locations.
- E. House wall phone, if indicated, shall consist of SE630 type wall plates with Cat 6 minimum cable to each, terminating in 8-position modular jack.
- F. 8-position modular jacks: CAT 6 jacks shall meet or exceed the following electrical and mechanical specifications:
 - 1. Electrical Specifications:
 - a. Insulation resistance: 500 M Ω minimum
 - b. Dielectric withstand voltage 1,000 VAC RMS, 60 Hz minimum, contact-to-contact and 1,500 VAC RMS, 60 Hz minimum from any contact to exposed conductive surface.
 - c. Contact resistance: 20 m Ω maximum
 - d. Current rating: 1.5A at 68° F (20°C) per IEC Publication 512-3, Test 5b.
 - e. ISO 9001 Certified Manufacturer
 - f. U.L. Verified for EIA/TIA electrical performance
 - g. Comply with FCC Part 68
 - 2. Mechanical Performance:
 - a. Plug Insertion Life: 750 insertions
 - b. Contact Force: 3.5 oz (99.2 g) minimum using FCC-Approved modular plug.
 - c. Plug Retention Force: 30 lb (133 N) minimum between modular plug and jack.
 - d.
 - 3. Temperature Range: -40° to 150°F (-40° to 66°C)



Optional Eight-Position Jack Pin/Pair
Assignments
(designation T568A)

- G. Channel Performance: All Enhanced CAT 6 jacks shall be utilized in a channel configuration meeting or exceeding the following specifications at 250 MHz:
- H. Category 6 jack component values:
1. NEXT (dB) at 250 MHz - 46.0 dB or exceed
 2. Insertion Loss (dB) at 250 MHz - .32 dB or less
 3. FEXT (dB) at 250 MHz - 35.1 dB or exceed
 4. Return Loss (dB) at 250 MHz - 16.0 dB or exceed
- I. Design Selection: Hubbell Premise Wiring Xcelerator, as follows. See drawing details for exact outlet configurations.
1. Wall faceplate (office white): # IFP16OW (6 port)
 2. PDS jacks (voice, data, WAPs – coordinate with Smart City for color coding):
HXJ6P or # HXJ6P25 (25 pack)
 3. Blanks (office white): #SFB10 (10 pack)
 - a. Provide blank module inserts for all unused module locations.
- J. Outlet Labeling: Each jack on all outlets shall be identified with permanent machine generated labels, meeting the EIA/TIA 606 requirements, matching the numbering plan indicated on the drawings with the addition of a letter suffix indicating the jack position on the faceplate. All labeling must be permanent. All labeling shall be a minimum 12 pt. in size. All labeling systems shall be submitted to the engineer for approval prior to fabrication.



2.2 CATEGORY 6 DATA AND VOICE HORIZONTAL CABLE

- A. General: Data pairs shall be extended between the outlet location and its associated IDF. The cable shall consist of 4 pair 23 gauge, solid copper conductors, Certified to the Category 6 standards. ETL or UL Verified for EIA/TIA electrical performance Comply with FCC Part 68. Cables shall be terminated on each of the 8-position modular jacks provided at each outlet. Voice jacks shall also utilize this cable type. Only virgin materials shall be used.
- B. General: Cable selection shall be based upon meeting an end-to-end channel performance and shall be shown to have been tested with the proposed component manufacturer's products and warranted as a complete permanent link and channel solution.
- C. Cable Insulation and Jacket: Cable jacket shall comply with Article 800 NEC for the environment in which the cable will be installed. All cables shall bear the U.L. and NEC, CMR or MPR markings. (All cable shall be RISER rated unless otherwise specified or required by code.) All PLENUM cables shall bear the UL and National Electrical Code, CMP or MPP markings. Cables utilizing 2x2, 3x1, or other combinations of construction shall not be acceptable.
- D. Horizontal Cables drops from IDF or MDF to specified outlets locations are to be without splices.

- E. Properties: Electrical Characteristics for horizontal cable tested on 100 m length shall be as follows:

	TIA/EIA CAT 6
Frequency	250MHz
Characteristic Impedance	100Ω ±15%
NEXT (db) Minimum	41.3dB
PSNEXT (dB) Minimum	39.3dB
ELFEXT Minimum	19.8dB
PSELFEXT Minimum	16.8dB
ACR Minimum	8.5dB
PSACR Minimum	6.5dB
Return Loss Minimum	17.3dB
Delay Skew (ns) Maximum	45ns

- F. Horizontal Cable Specified: In addition to meeting listed requirements cable is also required to meet a 25 year or greater total PDW warranty. The cable selected must be one of those approved for use in a warranted system from the connectivity manufacturer.
- G. Labels: Labeling for copper tie cabling shall be by Room, Outlet, and Jack position number (similar to plate labeling) at the IDF end. Cable shall be identified with IDF # at the outlet box end. Permanent machine type printed (1/8” min letters) vinyl or nylon cloth labels shall be considered acceptable the purpose. Identification shall include be provided at both ends of the cable (in junction box at jack and at IDF patch). Labels shall be by Brady or equal.

2.3 CABLE SUPPORT SYSTEM

- A. General – Horizontal cables shall be suspended by pre-manufactured CAT 6 rated J-hooks and by "CLIC" fasteners with cable inserts in closets where J-hooks, ladder tray or rack management is not available. All supports shall be permanently attached to the structure using drop rod suspension, beam clamps, or wall mount to the structural metal or wooden members. The J-hooks shall feature a wide base loop with smooth curves to eliminate snag potential and cable deformation. All cables shall utilize wire basket style cable tray, in accordance with 26 05 36, when running cables down the corridors. J-hooks should only be utilized when running within individual room spaces and should not be utilized for long runs back to the IDF/MDF.

- B. Cable ties used in plenum areas are to be plenum rated.
- C. J-hooks shall be in accordance with NEC, EIA/TIA requirements for structured cabling systems. All cable supports shall be U.L. listed.
- D. Design selection: Erico Caddy, J-Hook, HILTI Inc. J-hangers, CLIC" 32, 40, 50 with insert, or approved equal.

2.4 COPPER TIE CABLING

- A. General: Copper tie cabling (12pair or 25pair) shall be provided between IDF's and MDF if indicated on the contract drawings. All voice grade wire and cable placed underground shall be solid twisted pair, multi-conductor, ASP-filled core cable. Cable jacket shall be aluminum steel polyethylene (ASP). Conductors shall be dual insulated with foam skin and plastic, and surrounded by filling compound. The cable shall be resistant to mechanical damage, lightning damage or damage from wildlife.
- B. The multi-pair copper cables shall meet the following specifications:
 - 1. Gauge: 24 AWG
 - 2. DC Resistance: 27.3 Ω /1000 ft (8.96 Ω /100m), maximum
 - 3. Mutual Capacitance (at 1kHz)
 - 4. Impedance: 100 Ω (25 pair)
 - 5. Buried/Underground Cable Attenuation (db/1,000 ft [305m]): at 1.0 MHz: 6.4 (25 pair), maximum
 - 6. Aerial Cable Attenuation (db/1,000 ft [305m]): at 1.0 MHz: 6.7 (25 pair), maximum.
- C. Design Selection;
 - 1. Outside Plant: Mohawk Wire and Cable (OSP, Below grade): REA PE-89 AL Filled or equal by General
 - 2. Inside Plant: Riser rated feeder cables: Mohawk Wire and Cable
- D. Labels: Labeling for copper tie cabling shall be by IDF number. Permanent machine type printed (1/8" min letters) vinyl or nylon cloth labels shall be considered acceptable for the purpose. Labels shall also be provided at any exposed cable location 20' on center and at all IDF'S locations. Identification shall include "to" and "from" information. Labels shall be by Brady or equal.

2.5 SITE COPPER CABLE PROTECTION UNITS

- A. General: All site copper circuits shall be provided with protection between each building with an entrance cable protector chassis. All building-to-building circuits shall be routed through this protector. Protector shall be connected with a #6 AWG copper bonding conductor between the protector ground lug and the IDF ground point. Each protector chassis shall be provided with 5 pin plug-in protector modules for each pair terminated on the chassis.
 - 1. Design Selection:
 - a. Porta Systems, # 24100-110-M110C w/115SCN-240 modules (Analog phones), or #115SCN-75 (75 volt) modules for (Digital phones)
 - b. Or equal by Circa or Systimax

- B. VoIP Entrance protection (Cisco or other VoIP phones): All site copper circuits that are intended to distribute voice over IP (VoIP) are to be provided with protection between each building with data rated primary protectors. All copper data grade building-to-building circuits are to be routed through this protector.
 - 1. Design Selection:
 - a. Porta Systems #606-27 (non-PoE circuits)
 - b. Porta Systems #606-65 (for circuits providing PoE power)

- C. Portable classrooms; Site Cat 6 copper circuits from building or portable (Modular) IDF's to portables (Modular) shall be provided protection on both ends. At the IDF rack, multiport rack mounted protector patch panels shall be used for the outgoing Cat 6 cable. Cable shall be run in conduit to the portables where they will terminate in 3-port and 4-port Wall Plate protector units directly without splice.
 - 1. Design Selection:
 - a. Cat 6: Porta Systems

2.6 FIBER OPTIC CABLING

- A. General: Multi-mode and/or single mode fiber optic cabling shall be provided between IDF'S and MDF if designated on the contract drawings. Multimode and or singlemode selection depends on future Gigabit requirements and distance constraints. Cables placed below grade shall be certified by the manufacturer for that environment. The following tables are for planning the type of fibers to be selected for a specific run maintains a viable path for future Gigabit transmission speeds. These characteristics shall be used as a standard for type selection criteria.

1. Table 1: (850 nm) Operating Distance

Fiber Type	Modal Bandwidth @ 850 nm	Distance
50µm	700 MHz-km/1GBPS Ethernet	1000 m
50µm	700 MHz-km/10GBPS Ethernet	300 m

2. Table 2: (1300 nm) Operating Distance

Fiber Type	Modal Bandwidth @ 1300 nm	Distance
50µm	500 MHz-km/1 GBPS Ethernet	600 m
50µm SM	500 MHz-km/10 GBPS Ethernet	300 m

- B. Multimode Cable Construction (50 Micron):
 - 1. Number of fibers: 12 minimum, or higher as shown on the drawings.
 - 2. Core/Cladding: 50 micron/125 micron.
 - 3. Fiber type: 10G/300 fiber
 - 4. Buffering: 900 micron
 - 5. Attenuation: ≤ 1.5 decibels/kilometer at 850 nanometers, ≤ 1.25 dB decibels/kilometer at 1300 nanometers.
 - 6. Minimum laser bandwidth: 2000 megahertz/kilometer at 850 nanometers, 500 megahertz/kilometer at 1300 nanometers.
 - 7. Sheath construction: Non-metallic
- C. Composite cables are approved with compliance of above specifications where applicable.
- D. If loose tube 250 micron outside plant cable is installed it is required that all terminations utilize a Fan-out Kit: All kits shall be installed per manufacturer's guidelines to provide fiber protection at each termination point. Kits shall be equal to Sיעor SKF-P.
- E. Labels: Labeling for fiber cabling shall be by IDF number, plus the color suffix designating which fiber is terminated. Die cut acetate labels or Kroy labels shall be considered acceptable the purpose. Labels shall also be provided at any exposed cable location 20' on center and at all IDF'S locations. Identification shall include to and from information.
 - a. .

2.7 CATEGORY 6 PATCH PANELS

- A. General: Equipment racks: shall be equipped with 19" rack mounted, 8-position modular jacks (RJ-45 type), non-keyed, factory configured; patch panels for termination of all copper horizontal cables.
- B. Work Area outlet patch panels: Shall be tested to meet the Category 6 standard for component and channel performance and shall be modular-to-110, wired for T568A pin outs for the cables serving the Work Area Outlets
 - 1. Category 6 patch panels component values:
 - a. NEXT (dB) at 250 MHz - 46.0 dB or exceed
 - b. Insertion Loss (dB) at 250 MHz - 32.0 dB or less
 - c. FEXT (dB) at 250 MHz - 35.1 dB or exceed
 - 2. Patch panels shall be provided in 24 and 48 port configurations as shown on the drawings.
 - a. Design Selection: Hubbell Premise Wiring
 - 1) 24 port - #P6E24U
 - 2) 48 port - # P6E48U
- C. Voice site patch panels: shall be used for distribution of the voice pairs to the work area patch panels via patch cords. Terminate the site copper tie cables, 25 pair or 50 Pair as shown on the drawings, via the protector units to voice patch panels. These patch panels shall be configured with one voice pair per port (Blue pair) via the 110-connector side of the panel. The panels shall

be configured as 8-position modular jack-to-110 termination panels in quantities as indicated on the drawings. These panels shall be patched to another set of work area voice patch panels, which shall be connected to the voice jack of the work area outlets in the field. The panels shall be in 24 and 48 port configurations as shown on the drawings. Punch down all Cat 6 pairs to the work area 110 ports.

- a. Design Selection: Hubbell Premise Wiring
 - 1) 24 port - # P624U
 - 2) 48 port - # P648U
- D. Identification: Designation strips for each port shall be provided on the patch panel. All cables shall be terminated in numerical sequence and each position labeled as to outlet number and jack position as is noted for the outlets.
- E. Category 6 Modular Patch Cords and Work-area Cords: Patch cords are provided by the Owner

2.8 FIBER OPTIC TERMINATION

- A. Rack Mounted Panels: Fiber optic cabling shall be terminated in fiber distribution cabinets (FDC) where indicated on the contract drawings and described herein. Provide blanking modules in all unused connection ports. FDC's shall be provided in quantities and configurations as shown on the drawings complete with loaded with LC style coupler plates for a minimum of 24 fiber terminations, unless otherwise indicated. All FDC's shall be provided with rack mounting hardware allowing the unit to be placed in a standard EIA 19" rack.
- B. General: Provide blank adapter in all unused openings in the FDC. All panels shall include strain relief points where fiber optic cable strength members shall be securely attached.
- C. Distribution Units
 - 1. "FDC" Design Selection (SC,SM fiber-optic distribution unit): Unloaded (Holds up to 3 adapter panels)
 - a. Design Selection:
 - 1) Hubbell Premise Wiring #FPR3SP
 - 2) Equal by Panduit or Wiremold
 - 2. "FDC" Design Selection (SC,SM fiber-optic distribution unit): Unloaded (Holds up to 6 adapter panels)
 - a. Design Selection:
 - 1) Hubbell Premise Wiring #FCR350SP36R
 - 2) Equal by Panduit or Wiremold
 - 3. Adapter Panels for "FDC", (single-mode) (12 fiber, 6 duplex SC)
 - a. Design Selection:
 - 1) Hubbell Premise Wiring # FSPLCD6
 - 2) Equals by Panduit or Wiremold
 - 4. Blank Adapter panels for unused adapter openings:
 - a. Design Selection: Hubbell Premise Wiring # FSPB
 - b. Equal by Panduit or Wiremold.
- D. Fiber-Optic Patch cables: Fiber-optic patch cables shall be provided by the Owner

2.9 FIBER OPTIC CONNECTOR

- A. Single-mode 8/125 μ m, SC type connectors shall be field installable. Connectors shall meet or exceed the following transmission and mechanical specifications:
1. 900 μ m terminations only
 2. Mated pair insertion loss per shall be field-installed LC connector pair shall not exceed 0.50dB (0.25dB typical) per ANSI/TIA/EIA-455-34 method. (Multi-mode). Return loss: >26dB (single-mode)
 3. Operating temperature 0 degrees C to +60 degrees C
 4. Design Selection:
 - a. 8/125 (single-mode) applications:
 - 1) Hubbell Premise Wiring #FCLCSM10 (package of 10 SC connectors)

2.10 OWNER PROVIDED EQUIPMENT

- A. The following equipment will be provided and installed by the Owner
1. Fiber Optic Patch Cords
 2. Cat 6 Patch cords
 3. Network Data Switches and Routers
 4. Uninterruptible power supplies to support the network switches and routers
 5. Wireless Access points
 6. Student and Staff Computers
 7. Printers
 8. Fax Machines

2.11 PORTABLES

- A. Communications Cabinet.
1. Provide a NEMA 3R hinged cover junction box outside each portable sized as indicated on the Construction Drawings or as need to accommodate the intended cabling. Minimum dimensions: 18" x 18" x 6".
 2. Cabinet shall be lockable (all keyed alike).
 3. Provide (2) sections of 8' B-Line Dura-Green B-26 Steel with slots positioned approximately 24" away from the Portable for support of the junction box. Supports shall be buried a minimum of 3' in the ground vertically and spaced at a minimum of 12" apart or as required to match the selected junction box mounting needs. Approved equals by Unistrut or Kindorf. Box shall be secured to the support struts with stainless steel hardware. Struts shall be hot dipped galvanized.
 4. See Section 27 26 26 2.1 for Voice and Data outlets. In general each portable classroom shall be provided at a minimum 1 teacher outlet with (1) voice and (2) data jacks and 1 student station outlet with (4) data jacks minimum. (Refer to drawings and consult with the engineer for actual outlet configurations.) Outlet configurations will vary depending on the requirements in each classroom, office, lab etc. Verify these configurations prior to the time of the bid opening.

PART 3 - EXECUTION

3.1 GENERAL

- A. Provide port counts to Owner at the beginning of the project to assist with Owner equipment purchase. The count should include all cables terminated in the IDF patch panels such as wall outlets, cameras, TV's and WAPS.

3.2 CAT 6 CABLE INSTALLATION

- A. Installation of Category 6 UTP cable shall be in accordance with EIA/TIA guidelines for Category 6. Replace Cable installation and terminations that do not comply.
 - 1. The maximum pulling tension shall not exceed 25 pounds to avoid stretching the conductors.
 - 2. The minimum bending radius of the cable shall not be less than 4x the diameter of the Category 6 cabling.
 - 3. The cable shall be installed without kinks or twists and the application of cable ties shall not deform the cable bundle. Cables are to be loose enough to be rotated easily by hand.
 - 4. Strip back only as much cable jacket as is required to terminate the cable and the amount of untwisting in a pair as a result of the termination shall not exceed 0.5 in.

3.3 OUTLET PLACEMENT

- A. Standard PDS Outlets shall be mounted as close as possible to the power outlet and at the same height.
- B. WAP ceiling outlets should be ceiling mounted in the center of the room or as shown.
- C. WAP wall mounted outlets should be mounted at 10 – 12 ' AFF.

3.4 SERVICE SLACK

- A. All cable runs shall contain service slack prior to the termination point. Provide 12-inch service slack in the ceiling above each outlet. Service slack at IDF shall consist of a 10 foot slack section all station cables located and placed neatly in the cable ladder above the equipment rack.

3.5 SUPPORT AND ROUTING OF CABLES

- A. Horizontal cables used in this system are to be installed within ceiling spaces. Cables shall be routed through these spaces at right angles to electrical power circuits and supported only from the structure. Tie cables shall be extended between MDF to IDF'S utilizing conduit runs as shown on the drawing
- B. Use of ceiling tiles, grid or hanger wires for support of PDW cables shall be prohibited.

- C. Install a complete set of supporting J-hooks and other supporting hardware for this system as part of the PDW contract. All supporting hardware shall be submitted to the engineer for approval prior to installation. Hardware shall also be utilized by other systems work. Comply with basic layout indicated on drawing details for cable placement.
- D. Do not exceed 80% of the J-hook or cable tray capacity.

3.6 FIRE AND SMOKE PARTITION PENETRATIONS

- A. Openings in sleeves and conduits used for the PDW system cables and those that remain (empty) spare shall be sealed under Division 7 section "Firestopping".

3.7 TRAINING

- A. Provide one 2-hour training session to familiarize the owner with the locations of all IDF's, cable and jack labeling and numbering systems, data and voice connections.

3.8 AS-BUILT DOCUMENTATION

- A. As-built documentation shall be provided as part of the contract. As-built drawings shall be a complete set of AutoCAD Release 2002 floor plans with all outlets shown and numbered as installed. The original project floor plan disks shall be obtained from the Owner. All cable routings (trunk lines) and elevations of each IDF or MDF indicating outlet, tie, and riser cable terminations shall be required. All addendum information or project revisions resulting in drawing changes that occur during the construction period shall be documented and included in the as-built material. All required as-built documentation is mandatory and shall be required prior to project closeout. A set of prints with all changes shall be submitted to the Engineer for review. Upon completion of the Engineer's review, provide updated disks and a reproducible mylar set of drawings, which include final As-built conditions and the Engineer's review comments, if any.
- B. Provide Excel software spreadsheet that defines the telecommunications outlet number, location, and number of voice, data and special jacks. This database shall also provide the outlet patch panel connection to the riser/inter-floor cable, equipment, and telephone company demarcation circuit pairs as part of the as-built documentation.

3.9 TESTING OF WIRING ACCURACY

- A. General: Test wiring setting tester for a channel configuration which includes the patch cord, patch panel, UTP Cable, work-area jack and work-area cord.
- B. Testing Equipment: Tester shall be as manufactured by Agilent Technologies, Fluke, Microtest or Ideal. Tester shall be 100% Level III compliant with TIA/EIA 568B.2-1 specifications for testing of CAT 6 cabling. No tester will be approved with out meeting these requirements.
- C. Testing guidelines: Each jack in each outlet shall be tested at a minimum to Category 6 compliance. The test shall be done in a LINK configuration to verify the integrity of all

conductors and the correctness of the termination sequence. The Contractor and Manufacturer shall provide a minimum 25 year application assurance Warranty for the LINK and CHANNEL.

- D. Testing shall be performed between the outlets and the patch panel at the equipment rack, prior to testing UTP runs the tester shall be calibrated per manufacturer's guidelines. The correct cable NVP shall be entered into the tester to assure proper length and attenuation readings.
- E. Verify that this testing method is acceptable to the manufacturer that will be providing the LINK AND CHANNEL warranty for this project.
 - 1. 250 MHz sweep tests, Wire map, Attenuation, NEXT, PSNEXT, ELFEXT, PSELFEXT, ACR, PSACR, Return Loss, Delay, Delay Skew, and the installed length for Category 6 cables.
 - 2. Cables not complying with ANSI/TIA/EIA-568-B.1 and B.2-1 Category 6 tests shall be identified to the engineer for corrective action which may include replacement at no additional expense to the Owner.
 - 3. Documentation of cable testing shall be required. Provide the results of all Category 6 cable tests in electronic format as well as two (2) hardbound copies in 3-ring binders. Provide IBM format text files on CD/electronic media. Provide a separate text file for each building in the project. Each test page shall be separated by standard page break (one test per page).

3.10 TESTING OF FIBER OPTIC CABLE

- A. General: Each strand in fiber optic cables shall be tested for correctness of termination, overall transmission loss, and defects using an approved Optical Time Domain Reflectometer (OTDR) and a power meter. The Engineer shall be present during all tests. Notify the engineer one week prior to testing.
- B. Testing Equipment: Tester shall be as manufactured by Agilent Technologies, Fluke, Microtest, Noyes or Ideal.
- C. Testing shall be I.A.W. TIA/EIA-526-14 method B. System loss measurements (both calculated and measured) shall be provided in both directions (1310 and 1550 nanometers for singlemode) for each strand. Per IEEE 802.3z, maximum fiber strand attenuation shall not exceed 2.38 dB @ 850 nm with a modal bandwidth of 160 Mhz-km and 2.35 dB @ 1310 nm with a modal bandwidth of 500 Mhz-km. Test as follows:
 - 1. Measure and record normalized fiber loss at operating wavelength in dB/km.
 - 2. Detect and record point faults or discontinuities.
 - 3. Measure and record overall length of cable.
- D. Certification report shall be provided listing both the calculated and measure loss for each fiber optic circuit and submitted with he test results as called for above. Provide test results in IBM text format on CD/electronic media as well as (2) hardbound copies in 3-ring binders. Documentation of testing shall include:
 - 1. Wavelength, fiber type, fiber manufacturer and cable model number, cable manufacturers' attenuation specifications, cable manufacturers' bandwidth specifications,

Measurement direction, Test equipment and serial numbers (with date of last calibration), date of each test, reference setup, Name of technician(s) performing testing.

2. OTDR trace(s) shall be submitted with request for substantial completion.

END OF SECTION 272626

Orange County, Florida,
Information Technology Standards



04/26/2018

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1.0 Introduction to Orange County IT Standards

This guide provides a framework for documenting policies, business processes, and internal controls used to effectively support the information technology (IT) resources of the government of Orange County, Florida, Board of County Commissioners (County). It explains the role of the County's Information Systems and Services (ISS) personnel in approving, ordering, delivering, and maintaining IT services and products (hardware, software, networks, security, and other IT components) for employees throughout the County. It identifies County-approved products and procedures for acquiring IT systems and services. This guide also establishes County IT standards for use by third-party vendors providing externally hosted systems to various County departments.

The goal of ISS is to build an efficient, effective, and cost-efficient operation with an excellent return on investment by delivering new technologies and a state-of-the-art network server infrastructure. ISS is dedicated to providing prompt problem resolution through the customer service of its Help Desk. ISS seeks to maintain a diverse computing environment designed to meet the requirements of all County departments, while minimizing the risk of data loss or downtime. All computer hardware and software must be approved by ISS prior to purchase.

The ISS Department is comprised of 160+ employees, who are committed to its customer relationship-building attitude. ISS provides a business approach to serving all County agencies, which together form a partnership with ISS personnel to enhance productivity and service to the community.

The following standards apply to any device approved for connection to the County IT network or in use by County employees:

- ISS personnel are responsible for ordering all new computers, software, servers, telephones, and mobile devices for use by County employees. Hardware and software orders arrive at the ISS Warehouse at 3517 Parkway Center Court, Orlando, FL 32808.
- Submit orders by opening a ticket to request the new equipment or software using the [Service Center, New Problem/Request](#) email address. Each department authorizes specific individuals, who are responsible for placing new equipment and software orders through ISS. The emails will include pertinent information about the requested item(s). If sufficient details are not included in the initial email request, ISS staff will reach out to gather necessary information for the order. A list of authorized new products for purchase begins on the following page.
- ISS Warehouse personnel are responsible for applying County asset inventory tags to computer components, as necessary, prior to installation of the equipment.
- ISS Support personnel will install all operating systems and software. At the time of installation, ISS Support personnel must receive a copy of all installation software, along with written installation instructions, and licensing documentation. ISS will not install software without proof of licensing.
- All installed computers must, at a minimum, have the following:
 - ISS-installed anti-virus software
 - Computer configuration policy control for group management of devices by Active Directory
 - Remote access only as designated by ISS (ISS prohibits the use of Virtual Network Computing [VNC] and Remote Desktop computing.)
 - ISS-approved remote monitoring and management tools
 - Only ISS personnel shall have administrative rights.
 - Hardware must be a standard supported model
- ISS Enterprise Security is responsible for ISS video service; however, deployment of video equipment on the local government network must be discussed with staff members of the Network Operations Center (NOC) prior to purchase to determine compatibility, bandwidth, network equipment requirements, and installation feasibility.
- Generally, ISS does not support multicast on the County networks, except in specific special cases.

2.0 Authorized Products for New Purchases

This section includes detailed information about products authorized for use with the County's IT Systems.

2.1 Authorized Hardware

Dell Desktop Computer

Dell OptiPlex 7050 Small Form Factor (SFF) (does **not** include monitor or external speakers)

- Intel Core Processor Options:
 - i5 or i7 Processor – SFF with Digital Versatile Disk/Rewritable (DVD+/-RW)
 - i5 Processor – Micro Form Factor without DVD+/-RW (for conference rooms only)
- Windows 10 Professional 64-bit
- 128 GB Solid State Drive (SSD) Hard Drive
- 8 GB Random Access Memory (RAM)
- Universal Serial Bus (USB) Keyboard and Mouse
- Optional built-in aircard
- Display Port to Digital Visual Interface (DVI) Adapter 6' Cable
- 3-Year basic parts warranty

Dell Precision CAD Workstation

Dell Precision T3420 SFF (does **not** include monitor or external speakers)

- Intel Core i7-6700
- Windows 10 Professional 64-bit
- 512 GB SSD Hard Drive
- 16 GB RAM
- NVIDIA Quadro K1200 4 GB, 4x Mini DisplayPort mDP) Low Profile Video Graphics Card
- USB Keyboard and Mouse
- Display Port to DVI Adapter 6' Cable
- 3-Year basic parts warranty

Dell Latitude Laptop

Dell Latitude 7490 Laptop (does **not** include Docking Station or Carrying Case)

- Intel Core i5-7300U
- Windows 10 Professional 64-bit
- 14" HD (1366x768) Non-Touch Anti-Glare LCD with Mic/without Camera
- 128 GB SSD Hard Drive
- 8 GB RAM (16GB Optional)
- **NO** DVD-ROM Drive
- Dell D6000 Docking Station (Optional Accessories. Must be explicitly requested)
- Internal aircard for cellular service built in (Optional)
- Absolute DDS Protection
- 3-Year basic parts warranty

Dell Windows Tablet

Dell Latitude 12 5285 Laptop

- Intel Core i5-7200U
- Windows 10 Professional 64-bit
- 12.3" 3:2 Touch (1920x1280) Screen
- 128 GB SSD Hard Drive
- 8 GB RAM
- AT&T LTE AirCard
- **NO** DVD-ROM Drive
- Absolute DDS Protection
- 3 Year ProSupport
- Travel Keyboard
- Stylus
- Dell D6000 Docking Station and Targus Rugged Case (Optional Accessories)

2.2 Authorized Software for Desktops and Laptops

- Microsoft Windows 10 Pro
- Internet Explorer 11 and Google Chrome (**Note:** Browser customizations are unsupported.)
- Microsoft Office 2016 Pro, Microsoft Office 2013 Pro
- All Microsoft Office applications on the same PC must have matching software versions (i.e., Project, Visio, Word, Power Point, Access, etc.).
- ISS Desktop Support must pre-approve any application requiring the use of Active X controls. At a minimum, the application must meet the following criteria:
 - It must be an .MSI file with silent installation/distribution from the command line.
 - It must install and operate without end-user administrator permissions.
- Java 1.8.25 – Only supported version of Java
- Silverlight – latest version
- The preference is hosted solutions not requiring installation of local software or configuration files.
- Bomgar or WebEx for remote access

2.3 Authorized Network Connectivity

- AT&T Wireless AirCards
- ShewSoft VPN Client
- Hosted applications must be accessible from devices with automatically assigned network settings. (Dynamic Host Configuration Protocol (DHCP) should supply all settings. Fixed addresses are not allowed.)

For all devices joined to our domain (this also applies to “**vendor supported**” devices and applications):

- ISS must install the Operating System and software on the device.
- ISS must receive a copy of all software and installation instructions.
- Hardware must be a standard supported model (see also hardware section, for example Optiplex 9020, 7040, 7050).
- Kace management client and Antivirus software must be installed.
- PGP is required on all laptops.

- The device must receive Windows updates and computer configuration changes via Active Directory policies.
- Only ISS personnel shall have administrative rights.
- VNC and Remote Desktop are not permitted.

2.4 Authorized Client Based Databases

- Oracle (network based database)
- SQL Server (network based database)

2.5 Authorized Mobile Devices

ISS personnel are responsible for placing orders for all new phones and mobile devices. Individual departments may purchase chargers, holsters, rugged cases, and other accessories, along with other office supplies.

Conventional Phones

Legacy phone with data & texting disabled

- Kyocera DuraXE
- Sonim XP5
- LG B470 Flip
- LG B471 Flip (No Camera)

Android Phones

County Android phones must run Android Version 6.0 or above.

- Samsung Galaxy S7
- Samsung Galaxy S7 Active (AT&T only)
- Samsung Galaxy S8
- Samsung Galaxy Tablet S2
- Samsung Galaxy Tablet S3

2.6 Authorized Peripherals and Accessories

Black and White LaserJet Printers

- HP LaserJet Pro 400 Printer M402n (500 to 2,000 pages per month) < 4 users
- HP LaserJet M506dn (5-10 people, 1,500 to 5,000 pages per month + secure printing)
- HP LaserJet M608dn (10-25 people, 5,000 to 16,000 pages/month + secure printing)

Color LaserJet Printers

- HP Color LaserJet Pro M452 (500-1,500 pages per month, small paper tray)
- HP Color Laserjet Enterprise M652dn (2,500 to 17,000 pages/month + secure printing)

HP Multi-Function Devices (MFD) (Print/Scan/Copy)

- HP MFP M426fdn (750 to 4,000 pages per month, B/W)
- HP color MFP M281fdw (1 or 2 people, occasional scanning)
- HP color MFP M477fdn (750 to 4,000 pages per month)
- HP color MFP M577dn (2,000 to 7,500 pages per month)

Scanners (all come with Adobe Acrobat and Automatic Document Feeders [ADF])

- Fujitsu ScanSnap iX500 (25 pages per minute [ppm], 50 sheet ADF, Connected via USB)
- Fujitsu N7100 (25 ppm, 50 sheet ADF, Networked)
- Fujitsu 5530C2 (50 ppm, 100 sheet ADF, Connected via USB)

Note: Printers must use Original Equipment Manufacturer (OEM) toner cartridges only.

Note: ISS must review and approve Desktop, Copier, and combo unit purchases used for printing from the PC. Contact ServiceCenter@ocfl.net for more information and assistance.

3.0 Unsupported Products

3.1 Unsupported Hardware

- Pentium dual-core and older desktop systems, Optiplex 755, 960, 990, 9010
- Latitude D-series Laptops, Latitude E6500, E6510, E6520, E6530, E65xx
- Non-Dell PCs
- Wireless keyboards and mice (except conference rooms)
- Desktops and Laptops over 5 years old
- See also *Section 3.4, Peripherals and Accessories*.

3.2 Unsupported Software

- MS Office platforms prior to Office 2013 (including Visio & Project)
- Non MS Windows-based operating systems
- Safari Web Browser
- MS Office plug-ins or VBScripts
- Windows Applications from the Windows App Store
- Freeware
- Windows XP, Windows 8, and Windows 8.1
- Freelance
- SHL Vision & Vision Express, WIN9x/WINNT/UNIX
- Reflections

3.3 Unsupported Client Databases

- No client-based databases are supported (e.g., Microsoft Access, Filemaker Pro)

3.4 Unsupported Peripherals and Accessories

- Inkjet printers
- Printers over 7 years old
- Scanning to multiple folders per device
- Address books in scanners/copiers (users manage their own)
- Personal (non-County) mass storage devices (hard drives, thumb drives, etc.)

4.0 Prohibited Products

4.1 Prohibited Hardware

- Non MS Windows-based PCs, laptops, and tablets
- Recycled, Remanufactured, and non-OEM toner Cartridges
- Refurbished PCs
- Personal (non-County) computing equipment
- Any network (voice or data) device not operated, administered, or expressly approved by ISS
- Any internet access device not operated, administered, or expressly approved by ISS
- Donated and vendor-provided PCs that do not meet County standards

4.2 Prohibited Software

Note: This list is not all inclusive of prohibited software. If you have questions concerning a specific application, please open a ticket or contact the Desktop Support Supervisor.

- Microsoft Internet Explorer version 10 and below
- Server software is not permitted on workstations (SQL server, print servers, web server, file sharing)
- Cloud-based collaborative software (data must be stored within our datacenter).
- Personal Software (purchased for non-commercial use)
- Firefox, Opera, Vivaldi Web Browsers
- Chrome extensions
- Any Alpha, Beta, Shareware, Trialware software not operated, administered or expressly approved by ISS and Purchasing.
- Anti-virus products not operated or administered by ISS
- Personal firewall products
- Network scanning tools
- Remote access software other than that ISS explicitly authorizes
- Desktop sharing, remote control, or remote communications software such as Remote Desktop
- Web page editing tools (without prior approval)
- Software coding tools (without prior approval)
- User installed screen savers
- Games
- Third Party Desktops
- Disk Compression
- Non-Static BITMAP Backgrounds or screen savers
- iTunes or other content sharing applications
- P2P software
- MS Access Run-time Libraries

4.3 Prohibited Network Protocols

- NETBUI
- AppleTalk
- Any network (voice or data) software or service not operated, administered or expressly approved by ISS.
- Any Internet access service not operated, administered, or expressly approved by ISS.

4.4 Prohibited Peripherals and Accessories

- Portable music devices
- Webcams
- Printer sharing through a PC
- Wireless printing

5.0 Standards for In-House Servers and Server Operating Systems

The following server standards apply to all servers on the Orange County network maintained by County ISS personnel:

- Only ISS personnel shall have administrative rights to server-class devices.
- All servers shall operate in a VMWare-based virtual environment. The ISS Infrastructure Manager must approve in writing any exceptions to this rule prior to project implementation.
- Any device that cannot run in a VMWare-based virtual environment (“stand-alone”) must have hardware and software approved by ISS Infrastructure Manager prior to its connection to the County network.
- All servers will comply with ISS standard resource configurations. The ISS Infrastructure Manager must pre-approve any deviation from this standard and may incur additional costs.
- No server shall be configured as a ‘file share’. File storage shall be NAS based.
- In addition to the requirements listed above, all stand-alone devices must, at a minimum, meet the following requirements:
 - Be installed at the County Data Center (RCC)
 - Be rack-mountable
 - Only run server-class operating systems
 - Be configured for out-of-band management and have remote monitoring software installed
 - Meet ISS minimum hardware requirements including, but not limited to:
 - Dual power supplies
 - Dual NIC’s
 - Dual processors
 - Dual HBA’s
 - Dual hard drives, redundant array of independent disks (RAID) configurable for boot drive
 - Use storage area network (SAN) for attached storage devices

The following lists the default standards used for specific server operating systems:

5.1 Microsoft Windows-Based Server Requirements

In no case shall an operating system be installed that is not under current manufacturer support (typically this is N-2 for Microsoft operating systems).

- The Boot partition “C Drive” shall be 40 GB (Thin Provisioned).
- The Data partition shall be 40GB to 100 GB (Thin Provisioned).
- 8 GB RAM
- The C: drive will contain only the operating systems. Databases must reside on separate servers from that of application or Web servers.
- Application, service, or vendor accounts will not be members of the domain administrator’s group.
- Application, service, or vendor accounts will not be in the local administrator’s group for any server.
- Applications must run as a service. ISS prohibits applications that require a user account to remain logged in.

5.2 Linux-Based Server Requirements

- RHEL 7 or greater, kernel 3.0 or greater, 64 bit architecture
- 40 GB Boot partition
- 4 GB memory
- Applications will **not**:
 - Have a web interface that allows users to access the system as a privileged account.
 - Run root processes.
 - Be installed in any file system that is part of root.
 - Write log files to any file system that is part of root.
 - Update root system's files during installation.
- Applications will be installed using a unique user ID and unique group ID.
- Purge application and system logs, as needed.
- Disable Telnet and the "r" commands on all UNIX servers.
- .rhost file is not available.

5.3 Oracle-Based Server Requirements

- County-supported Oracle versions are Oracle Enterprise Edition 10g or higher.
- County-supported environment for Oracle databases is Oracle Linux on an Oracle Exadata shared environment.
- Database setup shall be compliant with Oracle's Optimal Flexible Architecture (OFA) file naming conventions
- Applications must be installed under separate schema not requiring Database Administrator (DBA) privileges or DBA type privileges. Applications will not require or use the Linux Oracle account.
- Applications will provide a security module to manage user IDs and permissions.
- Application vendors shall provide all database creation scripts and any other required scripts to build, maintain, and support the database environment.
- Application vendors shall provide all documentation related to all database creation scripts and any other required scripts to build, maintain, and support the database environment.
- ISS personnel shall install databases using vendor provided scripts, initialization parameters, and any special performance related parameters.
- Oracle's Administrator (SYSADM) account must not be required for software to operate.
NOTE: If SYSADM privileges are required for installation, a County Database Administrator shall perform the installation vendor supplied scripts under the application vendor's direction.

5.4 Microsoft SQL-Based Server Requirements

- Microsoft SQL Server versions are Server SQL 2012 Enterprise or higher.
- Database installations must be on a separate server from the application executables and support files. Database installations cannot be installed to the C: drive of the Windows Server. Applications will allow the ISS Database Administrator to specify the drives and directories where the database files will reside.
- MSDE, SQL Server Express, or MS Access based software are prohibited. Applications must support SQL Servers Integrated Security model.
- Applications must contain a security module to manage user ID's and permissions, with no blank or hard-coded passwords allowed.
- Server Administrator privileges are not permitted.

NOTE: If Server Administrator privileges are required for installation, an ISS Database Administrator shall perform the installation.

- ISS prohibits use of applications that create, update, or delete of any files on the database server outside the constructs of the database engine.
- ISS prohibits use of applications that create new databases or persistent database objects as part of its operation.
- Applications shall support application database backups/restores using the County's Enterprise Backup Tool. Currently, the County standard is CommVault's Galaxy iData-Agent for SQL Server.
- Applications must provide an audit mechanism to record the date, time, and user id that last modified a given row in an application table.
- Applications must utilize database referential integrity.

6.0 Network Systems Requirements

6.1 Protocol Node Names and Addresses

- The ONLY protocol allowed on the County Data Network is the Internet Protocol referred to as Internet Protocol (IP) or Transmission Control Protocol/Internet Protocol (TCP/IP) Version 4.
- There can be only one unique address for each node on the network. Node naming and addressing conventions will conform to the guidelines established here.
- The NOC assigns all addresses for all devices connecting to the County Network. All IP addresses must conform to R.F.C. 1918:

10.0.0.0 - 10.255.255.255/8

172.16.0.0 - 172.31.255.255/12

192.168.0.0 - 192.168.255.255/16

- The NOC maintains an addressing plan and uses the plan to assign addresses. The Internet Addressing Authority, a private entity, assigned a block of addresses for the County. The NOC will maintain and assign these addresses, as needed.
- Use of Registered Internet addresses on the County network is not allowed.
- All network numbers for "special function" TCP/IP networks will be assigned by the NOC.
- No INTERNET connections are allowed from any node, modem, or communications device on the network without NOC and Enterprise Security approval.
- A network-wide, shared-use Internet connection is available to all entities.
- TCP/IP DOMAIN NAME SERVERS (DNS) are an alternative to local administration and maintenance of a "hosts" file. Any Divisions, Elected Officials, or agencies wishing to use the DNS may send a list of IP addresses to be included in the DNS to the ISS Service Center, (407-836-2929 or 6-2929), which will be routed to the NOC staff.
- Entities who have dedicated network staff and wish to be assigned their own IP address space will request the assignment from the NOC through the ISS Service Center, (407-836-2929 or 6-2929). These entities will provision their own DNS and be responsible for administration of their own IP address spaces (as assigned by the NOC for the agency to administer).
- Only routed networks with at least 254 IP nodes are eligible for this option. DHCP is provided by the NOC.
- No shared device (printer, server) may use a DHCP address. Static IP addresses are available in limited amounts on request.

6.2 Bridges, Routers, and Gateways

- Routers are required at points in the network where traffic control and/or broadcast domain segmentation needs exist.
- Routers are required on all Wide Area Network connections.
- Protocol conversion is not supported on this network, as one common protocol (TCP/IP) is standard for all nodes.

6.3 Network Security

- All default accounts on all processors connected to the network will either be disabled or have the default password changed. No accounts are allowed without passwords.
- The default “privileged password” on all network electronics will be changed.
- All dial-up access must be provided through secure access servers. No direct access via dial-up lines is allowed on any type of device, processor, terminal, server, or PC connected to the network.
- The NOC provides and maintains a secure access server for Dial-up use. Contact the ISS Service Center (407-836-2929 or 6-2929) for remote access authorization by the Enterprise Security Team.
- The requesting department will provide the hardware & software for the employee’s home use, unless the employee provides their own.
- Vendor field service will have remote access through NOC provided access servers. VPN access is available for use.
- No entity on the network shall make any connection to the Internet, dial-up service, wireless provider, or wireless access-point without written permission from the ISS Enterprise Security Team and Network Operations.
- An Internet gateway is provided for all entities on the network to use.
- Any entity that directly connects their network to the Internet may not remain connected to the County network, due to security risks. If the Internet connected entity supplies, at their own expense, an acceptable Firewall between their networks and the County networks, the County network connection can resume via the Firewall provided.

Wireless Local Area Network (LAN) (Ethernet) Security

- All 802.11x wireless LANs must use a DOT1X supplicant for network admission control.
- All 802.11x clients must use VPN triple Data Encryption Standard (DES) or Advanced Encryption Standard (AES) encryption. Client authentication via RADIUS server is required. The RADIUS server is provided and administered by ISS Enterprise Security.
- All access points attached to the County network must be Lightweight Access Point (LWAP). (No stand-alone access points are permitted)

Wireless Wide Area Network (WAN) Security

- The County maintains a contract with a wireless provider. A gateway is available for connecting to the contracted wireless provider. The County prohibits access to the network using any other wireless provider.

6.4 Network Components

Transmission Media

- Fiber-optic, Category 5, 5e, and 6, and Category 3 Unshielded Twisted Pair (UTP), Shielded Twisted Pair (STP), and radio (802.11x) are all permitted for IP data communications in the network.

Transmission Methods

- Optical, metallic cable, leased data circuits (analog, digital), private (analog, digital), and wireless (802.11x) are all permitted for IP data communications in the network.

Supported LAN Types

- ETHERNET, 802.3, 10 BASE T, 100 BASE TX, 100 BASE FX, 1000 BASE xx (Gigabit), 802.11x (wireless Ethernet), 10 GIGABIT.
- Etherchannel: The only Etherchannel protocol supported by the County is 802.3ad Link Aggregation Control Protocol (LACP).

6.5 Network Circuits

- The NOC will design all WAN networks and, if required, procure leased data communications circuits from the Carrier.
- The NOC will act as the central point of contact between all entities using WAN circuits.
- The NOC will be notified by the affected entity and/or the ISS Service Center of service affecting WAN outages.
- The ISS Service Center (407-836-2929 or 6-2929) and the NOC will be responsible for coordinating successful repair of WAN circuits.
- The NOC will be responsible for ordering the disconnection and termination of leased data circuits upon notification by the customer.
- Critical LANs and/or WANs may be designed with duplicate, automatic, redundant circuits and electronics to provide automatic recovery of data communications.
- Circuits leased by any entity (other than the County) will be managed by that entity's technical staff.
- A Remote Site is available for recovery of certain critical applications and County networks in the event of a formally declared disaster. This site is located in Tallahassee at the Northwest Regional Data Center. (NWRDC). The NWRDC is permanently connected to the County networks, and is available and operational 24 x 7 x 365.

6.6 Network Installation

- In situations where installation of network equipment by one entity may affect customers from other entities, the installation will be jointly coordinated by representatives of the NOC and the other entities.
- The NOC will design and install all LAN and WAN networks, except in special circumstance.

6.7 Network Trouble Reporting

- Customers exclusively confined to applications delivered by networks supplied by the NOC will call or e-mail the ISS Service Center (407-836-2929 or 6-2929) to report trouble, request service, and get technical advice. The ISS Service Center will screen all calls, resolve any problems it is able to resolve with ISS Service Center staff, and refer unresolved network problems to the NOC.
- Customers exclusively confined to applications on networks supplied by other entities will call that entity's network staff to report trouble, request service, and get technical advice.
- Customers on a mix of processors and networks supplied by the NOC and other entity's processors and networks will call the ISS Service Center (407-836-2929 or 6-2929) to report trouble, request service, and get technical advice.
- The NOC employs a variety of network management and troubleshooting tools and systems. These network management systems are used by the NOC staff to test, troubleshoot, and diagnose all devices attached to the network.
- All LAN equipment attached to the network must support Simple Network Management Protocol (SNMP) and/or SNMP-2. Remote Monitoring (RMON) is also allowed, but not instead of SNMP. RMON is in addition to SNMP. Older equipment not supporting these standards will be phased out. The NOC is the only organization permitted to run SNMP on network equipment.
- Network problems that can be repaired by the NOC will be scheduled in a repair queue. Repair priority is based on the severity of the problem and quantity of customers affected.

- All devices attached to the network must have at least a minimum SNMP profile entered, consisting of the entity's name, address, and technical support staff phone number(s). This will assist NOC staff in locating the network on which the equipment is located, when troubleshooting.

6.8 Network Performance Management

- The NOC is responsible for monitoring all LAN and WAN performance. This includes all SNMP and RMON.
- Only NOC staff members are allowed to run SNMP/RMON on network devices.
- The NOC will redesign networks, which sustain traffic loads that adversely affect customer interactive response times and/or reliability.
- The NOC will assist other entities with managing the performance of their networks as requested.

6.9 Network Documentation

- Each entity on the network will provide the NOC with a current diagram of network topology, equipment location, and configuration (including building address and floor location).
- The NOC will provide a diagram of the network as well as tables and listings of all physical and logical components to any approved requesting entity.
- Each entity on the network will provide on-going, updated information to the NOC reflecting components, circuits, and logical changes.
- The NOC will add this information to its diagram and database, and will provide the revised network documents to all requesting entities.

7.0 IP Telephony Standards

- The definition of IP telephony is telephones and a Private Branch Exchange (PBX) with an integral Ethernet Network Information Card (NIC) using the Internet Protocol to communicate.
- All telecom related applications must be certified under the Avaya DevConnect program and compatible with the County's current level of Avaya Communications Manager for the appropriate site.
- The Telecom Unit must approve all peripheral applications, or software, prior to purchase.
- IP phones must derive their electrical power from the CAT-5e Ethernet cable. (POE type-1, 802.af standard)
- Ethernet switches in the closets will be used to provide in-line DC power through the CAT-5e patch panels.
- All Ethernet electronics used in this configuration will have a UPS attached.
- If the IP phone has a provision to connect the desktop PC into the same Ethernet as the phone, then the IP phone must use Ethernet switch technology. Use of a hub/repeater is not allowed.
- IP phones must operate in a separate subnet from the attached PC.
- IP phone packets will be given the highest priority of all IP communications traffic on the LAN. Other non-telephony applications will have their "IP Precedence" bit modified at the Ethernet switch to conform to this standard.
- IP phone access to the network through the internet provider will use the ISS provided VPN services.
- Direct access to internal devices is prohibited.

8.0 Externally-Hosted System Standards

This information is for all vendors, networks, systems, and applications that will transmit, process, store, or handle electronic data provided by County.

8.1 Data Input and Processing

- Any use of Social Security Number information shall adhere to and abide by Florida Statutes, specifically F.S. 119.071, which provides detailed guidelines on usage of Social Security Numbers.
- The hosted application shall not have access to Social Security information.
- The hosted application shall not have access to data containing bank information.
- The hosted application shall not have nor be granted direct or indirect access to the County's Active Directory user names.
- The hosted application shall not have access to the County's internal or DMZ networks.

8.2 Data Storage and Handling

- The provider shall encrypt any data accessible from the hosted application meeting the following criteria at rest and in transit:
 - Names
 - Addresses
 - Phone numbers
 - Email addresses
 - Birth dates
 - Federal/state/local documents numbers
 - Account numbers
 - Race or religious information
 - User names
 - Passwords
 - Employee identification numbers
 - All Health Insurance Portability and Accountability Act (HIPAA) information
 - All Purchase Card Industry Data Security Standards (PCI DSS) information
- Any data, accessible from the hosted application or directly accessible from it, should be encrypted.

8.3 Transmission of Data

An encrypted tunnel must be used to transmit any data referenced above.

8.4 Disposal of Data

When no longer needed, or when data must be removed from the system, it shall be sanitized and disposed of using one of the methods listed below:

- **Sanitization** – Overwriting data previously stored on a disk or drive with a random pattern of meaningless information
- **Destruction** – Physically damaging a medium, so that it is not usable by any device that may normally be used to read information on the media, such as a computer, tape reader, audio or video player
- **Purging Data** – Using a strong magnetic device, such as a degausser, to render data unrecoverable

8.5 External Audits

- The vendor must ensure that the web hosting environment and application is secure using IT security best practices.
- The external service, system, and application must pass a yearly penetration test performed by ISS personnel.

9.0 Data Center Standards

In addition to standards outlined in 5.0, *Standards for In-House Servers and Server Operating Systems*, the following requirements apply to hardware installed in an Orange County Data Center, such as, network switches, appliances, servers, storage arrays, etc. These requirements apply to orders placed by Orange County personnel, vendor special orders, and orders placed by RCC tenants:

- Standard rack configuration is 42U
- PDU orders need network monitoring (smart PDU) for rack
- Mounting hardware for racks should be included in order
- Dual power supplies for all equipment
- Dual NIC cards for any hardware needing to connect to network

10.0 Acronyms

ADF	Automatic Document Feeder
County	Government of Orange County, Florida, Board of County Commissioners
DHCP	Dynamic Host Configuration Protocol
DNS	Domain Name Server
DVI	Digital Visual Interface
DVD+/-RW	Digital Versatile Disk-Rewritable
GB	gigabyte
ISS	Orange County Information Systems and Services
IP	Internet Protocol
IT	Information Technology
NOC	Network Operations Center
OEM	Original Equipment Manufacturer
ppm	Pages per minute
RAM	Random Access Memory
RMON	Remote Monitoring
SAN	Storage area network
SNMP	Simple Network Management Protocol
SSD	Solid State Drive
SFF	Small Form Factor
TCP/IP	Transmission Control Protocol/Internet Protocol
USB	Universal Serial Bus
WAN	Wide Area Network
VNC	Virtual Network Computing
VPN	Virtual Private Network