

# PROJECT MANUAL

*Replace Rooftop Units  
New Dawn State School  
Sikeston, Missouri*

Designed By: Bernhard TME  
622 Emerson Road, Suite 250  
St. Louis, MO 63141

Date Issued: August 19, 2022

Project No.: E1905-01

STATE *of* MISSOURI

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OFFICE *of* ADMINISTRATION  
Facilities Management, Design & Construction

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SECTION 000107 – PROFESSIONAL SEALS AND CERTIFICATIONS

PROJECT NUMBER: E1905-01 New Dawn State School Replace Rooftop Units

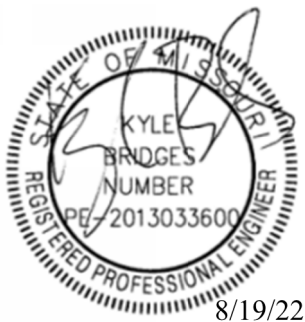
THE FOLLOWING DESIGN PROFESSIONAL HAS SIGNED AND SEALED THE ORIGINAL GENERAL DRAWINGS G-001 AND G-002, MECHANICAL DRAWINGS M-101 – 108, ELECTRICAL DRAWINGS E-101 – E104, AND SPECIFICATIONS DIVISION 23, AND DIVISION 26 FOR THIS PROJECT, WHICH ARE ON FILE WITH THE DIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION:



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Drew E. Flanakin, P.E.

THE FOLLOWING DESIGN PROFESSIONAL HAS SIGNED AND SEALED THE ORIGINAL STRUCTURAL DRAWINGS S-101 AND S-102 AND SPECIFICATIONS DIVISION 05 FOR THIS PROJECT, WHICH ARE ON FILE WITH THE DIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION:



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Kyle Bridges, P.E.

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### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section provides a comprehensive list of the drawings that comprise the Bid Documents for this project.

### PART 2 - PRODUCTS (NOT APPLICABLE)

### PART 3 - EXECUTION

#### 3.1 LIST OF DRAWINGS

- A. The following list of drawings is a part of the Bid Documents:

|     | <u>TITLE</u>                                  | <u>SHEET #</u> | <u>DATE</u> | <u>CAD #</u> |
|-----|---|----------------|-------------|--------------|
| 1.  | TITLE SHEET                                   | G-001          | 08/19/2022  | G-001        |
| 2.  | GENERAL NOTES, DRAWING<br>INDEX, AND SITE MAP | G-002          | 08/19/2022  | G-002        |
| 3.  | FLOOR PLAN - DEMOLITION                       | M-101          | 08/19/2022  | M-101        |
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## SECTION 001116 - INVITATION FOR BID

### 1.0 OWNER:

- A. The State of Missouri  
Office of Administration,  
Division of Facilities Management, Design and Construction  
Jefferson City, Missouri

### 2.0 PROJECT TITLE AND NUMBER:

- A. Replace Rooftop Units  
New Dawn State School  
Sikeston, Missouri  
**Project No.: E1905-01**

### 3.0 BIDS WILL BE RECEIVED:

- A. Until: 1:30 PM, Thursday, December 15, 2022
- B. **Only electronic bids on MissouriBUYS shall be accepted: <https://missouribuys.mo.gov>. Bidder must be registered to bid.**

### 4.0 DESCRIPTION:

- A. Scope: The project includes RTU replacement, controls upgrades, and associated electrical and ductwork modifications.
- B. MBE/WBE/SDVE Goals: MBE 10%, WBE 10%, and SDVE 3%. **NOTE: Only MBE/WBE firms certified by the State of Missouri Office of Equal Opportunity as of the date of bid opening, or SDVE(s) meeting the requirements of Section 34.074, RSMo and 1 CSR 30-5.010, can be used to satisfy the MBE/WBE/SDVE participation goals for this project.**
- C. **\*\*NOTE:** Bidders are provided new Good Faith Effort (GFE) forms on MissouriBUYS.

### 5.0 PRE-BID MEETING:

- A. Place/Time: 1:30 PM, Wednesday, November 30, 2022, at New Dawn State School, 710 Glen Drive, Sikeston, MO.
- B. Access to State of Missouri property requires presentation of a photo ID by all persons

### 6.0 HOW TO GET PLANS & SPECIFICATIONS:

- A. View Only Electronic bid sets are available at no cost or paper bid sets for a deposit of \$100.00 from American Document Solutions (ADS). MAKE CHECKS PAYABLE TO: American Document Solutions. Mail to: American Document Solutions, 1400 Forum Blvd., Suite 7A, Columbia, Missouri 65203. Phone 573-446-7768, Fax 573-355-5433, <https://www.adsplanroom.net>. NOTE: Prime contractors will be allowed a maximum of two bid sets at the deposit rate shown above. Other requesters will be allowed only one bid set at this rate. Additional bid sets or parts thereof may be obtained by any bidder at the cost of printing and shipping by request to American Document Solutions at the address shown above. **Bidder must secure at least one bid set to become a planholder.**
- B. **Refunds: Return plans and specifications in unmarked condition within 15 working days of bid opening to American Document Solutions, 1400 Forum Blvd., Suite 7A, Columbia, Missouri 65203. Phone 573-446-7768, Fax 573-355-5433. Deposits for plans not returned within 15 working days shall be forfeited.**
- C. Information for upcoming bids, including downloadable plans, specifications, Invitation for Bid, bid tabulation, award, addenda, and access to the ADS planholders list, is available on the Division of Facilities Management, Design and Construction's web site: <https://oa.mo.gov/facilities/bid-opportunities/bid-listing-electronic-plans>.

### 7.0 POINT OF CONTACT:

- A. Designer: Bernhard TME, Drew Flanakin, (314) 727-8760, email: [DFlanakin@bernhard.com](mailto:DFlanakin@bernhard.com)
- B. Project Manager: Glenn Smith, (573) 751-1367, email: [Glenn.Smith@oa.mo.gov](mailto:Glenn.Smith@oa.mo.gov)

### 8.0 GENERAL INFORMATION:

- A. The State reserves the right to reject any and all bids and to waive all informalities in bids. No bid may be withdrawn for a period of 20 working days subsequent to the specified bid opening time. The contractor shall pay not less than the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed, as determined by the Missouri Department of Labor and Industrial Relations and as set out in the detailed plans and specifications.
- B. Bid results will be available at <https://oa.mo.gov/facilities/bid-opportunities/bid-listing-electronic-plans> after it is verified that at least one bid is awardable and affordable.

## Very Important MissouriBUYS Instructions to Help Submit a Bid Correctly

- A. The bidder shall submit his or her bid and all supporting documentation on MissouriBUYS eProcurement System. No hard copy bids shall be accepted. Go to <https://missouribuyss.mo.gov> and register. The bidder must register and complete a profile fully with all required documents submitted prior to submitting a bid.
- B. Once registered, log in.
1. Under "Solicitation" select "View Current Solicitations."
  2. Under "Filter by Agency" select "OA-FMDC-Contracts Chapter 8", then click "Filter Solicitation" button.
  3. Select "Active Solicitations" tab.
  4. To see the Solicitation Summary, click on the Project Number and the summary will open. Click each heading to open detailed information.
- C. Here are simplified instructions for uploading the bid to MissouriBUYS:
1. Find the solicitation by completing Steps 1 through 4 above.
  2. Select the three dots under "Actions." Select "Add New Response."
  3. When the Quote box opens, give the response a title and select "OK."
  4. The detailed solicitation will open. Select "Check All" for the Original Solicitation Documents, open each document, and select "Accept." If this step is not completed, a bid cannot be uploaded. Scroll to the bottom of the page and select "Add Attachments." If you do not see this command, not all documents have been opened and accepted.
  5. The Supplier Attachments box will open. Select "Add Attachment" again.
  6. The Upload Documents box will open. Read the instructions for uploading. Disregard the "Confidential" check box.
  7. Browse and attach up to 5 files at a time. Scroll to bottom of box and select "Upload." The Supplier Attachments box will open. Repeat Steps 5 through 7 if more than 5 files are to be uploaded.
  8. When the Supplier Attachments box opens again and uploading is complete, select "Done." A message should appear that the upload is successful. If it does not, go to the Bidder Response tab and select "Submit."
  9. The detailed solicitation will open. At the bottom select "Close."
- D. Any time a bidder wants to modify the bid, he or she will have to submit a new one. FMDC will open the last response the bidder submits. The bidder may revise and submit the bid up to the close of the solicitation (bid date and time). Be sure to allow for uploading time so that the bid is successfully uploaded prior to the 1:30 PM deadline; we can only accept the bid if it is uploaded before the deadline.
- E. If you want to verify that you are uploading documents correctly, please contact Paul Girouard: 573-751-4797, [paul.girouard@oa.mo.gov](mailto:paul.girouard@oa.mo.gov) ; April Howser: 573-751-0053, [April.Howser@oa.mo.gov](mailto:April.Howser@oa.mo.gov) ; or Mandy Roberson: 573-522-0074, [Mandy.Roberson@oa.mo.gov](mailto:Mandy.Roberson@oa.mo.gov).
- F. If you are experiencing login issues, please contact Web Procure Support (Proactis) at 866-889-8533 anytime from 7:00 AM to 7:00 PM Central Time, Monday through Friday. If you try using a userid or password several times that is incorrect, the system will lock you out. Web Procure Support is the only option to unlock you! If you forget your userid or password, Web Procure Support will provide a temporary userid or password. Also, if it has been a while since your last successful login and you receive an "inactive" message, contact Web Procure (Proactis). If you are having a registration issue, you may contact Cathy Holliday at 573-751-3491 or by email: [cathy.holliday@oa.mo.gov](mailto:cathy.holliday@oa.mo.gov).

## IMPORTANT REMINDER REGARDING REQUIREMENT FOR OEO CERTIFICATION

### A. SECTION 002113 – INSTRUCTIONS TO BIDDERS: Article 15.0, Section D1:

**As of July 1, 2020**, all MBE, WBE, and MBE/WBE contractors, subcontractors, and suppliers must be certified by the State of Missouri, Office of Equal Opportunity. No certifications from other Missouri certifying agencies will be accepted.



## **SECTION 002113 – INSTRUCTIONS TO BIDDERS**

### **1.0 - SPECIAL NOTICE TO BIDDERS**

- A. If awarded a contract, the Bidder's employees, and the employees of all subcontractors, who perform the work on the project must adhere to requirements in Section 013513 – Site Security and Health Requirements as applicable per Agency.
- B. The Bidder's prices shall include all city, state, and federal sales, excise, and similar taxes that may lawfully be assessed in connection with the performance of work, and the purchased of materials to be incorporated in the work. THIS PROJECT IS NOT TAX EXEMPT.

### **2.0 - BID DOCUMENTS**

- A. The number of sets obtainable by any one (1) party may be limited in accordance with available supply.
- B. For the convenience of contractors, sub-contractors and suppliers, copies of construction documents are on file at the office of the Director, Division of Facilities Management, Design and Construction and on the Division's web site - <https://oa.mo.gov/facilities/bid-opportunities/bid-listing-electronic-plans>.

### **3.0 - BIDDERS' OBLIGATIONS**

- A. Bidders must carefully examine the entire site of the work and shall make all reasonable and necessary investigations to inform themselves thoroughly as to the facilities available as well as to all the difficulties involved in the completion of all work in accordance with the specifications and the plans. Bidders are also required to examine all maps, plans and data mentioned in the specifications. No plea of ignorance concerning observable existing conditions or difficulties that may be encountered in the execution of the work under this contract will be accepted as an excuse for any failure or omission on the part of the contractor to fulfill in every detail all of the requirements of the contract, nor accepted as a basis for any claims for extra compensation.
- B. Under no circumstances will contractors give their plans and specifications to another contractor. Any bid received from a contractor whose name does not appear on the list of plan holders may be subject to rejection.

### **4.0 - INTERPRETATIONS**

- A. No bidder shall be entitled to rely on oral interpretations as to the meaning of the plans and specifications or the acceptability of alternate products, materials, form or type of construction. Every request for interpretation shall be made in writing and submitted with all supporting documents not less than five (5) working days before opening of bids. Every interpretation made to a bidder will be in the form of an addendum and will be sent as promptly as is practicable to all persons to whom plans and specifications have been issued. All such addenda shall become part of the contract documents.
- B. Approval for an "acceptable substitution" issued in the form of an addendum as per Paragraph 4A above, and as per Article 3.1 of the General Conditions; ACCEPTABLE SUBSTITUTIONS shall constitute approval for use in the project of the product.
- C. An "acceptable substitution" requested after the award of bid shall be approved if proven to the satisfaction of the Owner and the Designer as per Article 3.1, that the product is acceptable in design, strength, durability, usefulness, and convenience for the purpose intended. Approval of the substitution after award is at the sole discretion of the Owner.
- D. A request for "Acceptable Substitutions" shall be made on the Section 006325 Substitution Request Form. The request shall be sent directly to the project Designer. A copy of said request should also be mailed to the Owner, Division of Facilities Management, Design and Construction, Post Office Box 809, Jefferson City, Missouri 65102.

## **5.0 - BIDS AND BIDDING PROCEDURE**

- A. Bidders shall submit all submission forms and accompanying documents listed in SECTION 004113 – BID FORM, Article 5.0, ATTACHMENTS TO BID by the stated time or their bid will be rejected for being non-responsive.

Depending on the specific project requirements, **the following is a GENERIC list** of all possible bid forms that may be due with bid submittals and times when they may be due. Please check for specific project requirements on the proposal form (Section 004113). ***Not all of the following bid forms may be required to be submitted.***

### **Bid Submittal – due before stated date and time of bid opening (see IFB):**

|        |   |
|--------|---|
| 004113 | Bid Form (all pages are always required)                  |
| 004322 | Unit Prices Form  |
| 004336 | Proposed Subcontractors Form                              |
| 004337 | MBE/WBE/SDVE Compliance Evaluation Form                   |
| 004338 | MBE/WBE/SDVE Eligibility Determination for Joint Ventures |
| 004339 | MBE/WBE/SDVE GFE Determination                            |
| 004340 | SDVE Business Form  |
| 004541 | Affidavit of Work Authorization                           |
| 004545 | Anti-Discrimination Against Israel Act Certification form |

- B. All bids shall be submitted without additional terms and conditions, modification or reservation on the bid forms with each space properly filled. Bids not on these forms will be rejected.
- C. All bids shall be accompanied by a bid bond executed by the bidder and a duly authorized surety company, certified check, cashier's check or bank draft made payable to the Division of Facilities Management, Design and Construction, State of Missouri, in the amount indicated on the bid form, Section 004113. Failure of the contractor to submit the full amount required shall be sufficient cause to reject his bid. The bidder agrees that the proceeds of the check, draft or bond shall become the property of the State of Missouri, if for any reason the bidder withdraws his bid after closing, or if on notification of award refuses or is unable to execute tendered contract, provide an acceptable performance and payment bond, provide evidence of required insurance coverage and/or provide required copies of affirmative action plans within ten (10) working days after such tender.
- D. The check or draft submitted by the successful bidder will be returned after the receipt of an acceptable performance and payment bond and execution of the formal contract. Checks or drafts of all other bidders will be returned within a reasonable time after it is determined that the bid represented by same will receive no further consideration by the State of Missouri. Bid bonds will only be returned upon request.

## **6.0 - SIGNING OF BIDS**

- A. A bid from an individual shall be signed as noted on the Bid Form.
- B. A bid from a partnership or joint venture shall require only one signature of a partner, an officer of the joint venture authorized to bind the venture or an attorney-in-fact. If the bid is signed by an officer of a joint venture or an attorney-in-fact, a document evidencing the individual's authority to execute contracts should be included with the bid form.
- C. A bid from a limited liability company (LLC) shall be signed by a manager or a managing member of the LLC.
- D. A bid from a corporation shall have the correct corporate name thereon and the signature of an authorized officer of the corporation manually written. Title of office held by the person signing for the corporation shall appear, along with typed name of said individual. Corporate license number shall be provided and, if a corporation organized in a state other than Missouri, a Certificate of Authority to do business in the State of Missouri shall be attached. In addition, for corporate proposals, the President or Vice-President should sign as the bidder. If the signator is other than the corporate president or vice president, the bidder must provide satisfactory evidence that the signator has the legal authority to bind the corporation.

- E. A bid should contain the full and correct legal name of the Bidder. If the Bidder is an entity registered with the Missouri Secretary of State, the Bidder's name on the bid form should appear as shown in the Secretary of State's records.
- F. The Bidder should include its corporate license number on the Bid Form and, if the corporation is organized in a state other than Missouri, a Certificate of Authority to do business in the State of Missouri shall be attached to the bid form.

#### **7.0 - RECEIVING BID SUBMITTALS**

- A. It is the bidder's sole responsibility to assure receipt by Owner of bid submittals by the date and time specified in the Invitation for Bid. Bids received after the date and time specified shall not be considered by the Owner.
- B. Bids must be submitted through the MissouriBUYS statewide eProcurement system (<https://www.missouribuy.com/>) in accordance with the instructions for that system. The Owner shall only accept bids submitted through MissouriBUYS. Bids received by the Owner through any other means, including hard copies, shall not be considered and will be discarded by the Owner unopened.
- C. To respond to an Invitation for Bid, the Bidder must first register with MissouriBUYS by going through the MissouriBUYS Home Page (<https://www.missouribuy.com/>), clicking the "Register" button at the top of the page, and completing the Vendor Registration. Once registered, the Bidder accesses its account by clicking the "Login" button at the top of the MissouriBUYS Home Page. Enter your USERID and PASSWORD, which the Bidder will select. Under Solicitations, select "View Current Solicitations." A new screen will open. Under "Filter by Agency" select "OA-FMDC-Contracts Chapter 8." Under "Filter by Opp. No." type in the State Project Number. Select "Submit." Above the dark blue bar, select "Other Active Opportunities." To see the Solicitation Summary, single click the Opp. No. (Project Number) and the summary will open. Single quick click each blue bar to open detailed information. The Bidder must read and accept the Original Solicitation Documents and complete all identified requirements. The Bidder should download and save all of the Original Solicitation Documents on its computer so that the Bidder can prepare its response to these documents. The Bidder should upload its completed response to the downloaded documents as an attachment to the electronic solicitation response.
- D. Step-by-step instructions for how a registered vendor responds to a solicitation electronically are provided in Section 001116 – Invitation For Bid.
- E. The Bidder shall submit its bid on the forms provided by the Owner on MissouriBUYS with each space fully and properly completed, including all amounts required for alternate bids, unit prices, cost accounting data, etc. The Owner may reject bids that are not on the Owner's forms or that do not contain all requested information.
- F. No Contractor shall stipulate in his bid any conditions not contained in the specifications or standard bid form contained in the contract documents. To do so may subject the Contractor's bid to rejection.
- G. The completed forms shall be without interlineations, alterations or erasures.

#### **8.0 - MODIFICATION AND WITHDRAWAL OF BIDS**

- A. Bidder may withdraw his bid at any time prior to scheduled closing time for receipt of bids, but no bidder may withdraw his bid for a period of twenty (20) working days after the scheduled closing time for receipt of bids.
- B. The Bidder shall modify his or her original bid by submitting a revised bid on MissouriBUYS.

#### **9.0 - AWARD OF CONTRACT**

- A. The Owner reserves the right to reject any and/or all bids and further to waive all informalities in bidding when deemed in the best interest of the State of Missouri.
- B. The Owner reserves the right to let other contracts in connection with the work, including but not by way of limitation, contracts for the furnishing and installation of furniture, equipment, machines, appliances and other apparatus.

- C. In awarding the contract the Owner may take into consideration the bidder's skill, facilities, capacity, experience, responsibility, previous work record, financial standing and the necessity of prompt and efficient completion of work herein described. Inability of any bidder to meet the requirements mentioned above may be cause for rejection of his bid. However, no contract will be awarded to any individual, partnership or corporation, who has had a contract with the State of Missouri declared in default within the preceding twelve months.
- D. Award of alternates, if any, will be made in numerical order unless all bids received are such that the order of acceptance of alternates does not affect the determination of the low bidder.
- E. No bid shall be considered binding upon the Owner until the written contract has been properly executed, a satisfactory bond has been furnished, evidence of required insurance coverage, submittal of executed Section 004541, Affidavit of Work Authorization form, documentation evidencing enrollment and participation in a federal work authorization program has been received and an affirmative action plan submitted. Failure to execute and return the contract and associated documents within the prescribed period of time shall be treated, at the option of the Owner, as a breach of bidder's obligation and the Owner shall be under no further obligation to bidder.
- F. If the successful bidder is doing business in the State of Missouri under a fictitious name, he shall furnish to Owner, attached to the Bid Form, a properly certified copy of the certificate of Registration of Fictitious Name from the State of Missouri, and such certificate shall remain on file with the Owner.
- G. Any successful bidder which is a corporation organized in a state other than Missouri shall furnish to the Owner, attached to the Bid Form, a properly certified copy of its current Certificate of Authority to do business in the State of Missouri, such certificate to remain on file with the Owner. No contract will be awarded by the Owner unless such certificate is furnished by the bidder.
- H. Any successful bidder which is a corporation organized in the State of Missouri shall furnish at its own cost to the Owner, if requested, a Certificate of Good Standing issued by the Secretary of State, such certificate to remain on file with the Owner.
- I. Transient employers subject to Sections 285.230 and 285.234, RSMo, (out-of-state employers who temporarily transact any business in the State of Missouri) may be required to file a bond with the Missouri Department of Revenue. No contract will be awarded by the Owner unless the successful bidder certifies that he has complied with all applicable provisions of Section 285.230-234.
- J. Sections 285.525 and 285.530, RSMo, require business entities to enroll and participate in a federal work authorization program in order to be eligible to receive award of any state contract in excess of \$5,000. Bidders should submit with their bid an Affidavit of Work Authorization (Section 004541) along with appropriate documentation evidencing such enrollment and participation. Section-004541, Affidavit of Work Authorization is located on the MissouriBUYS solicitation for this project. Bidders must also submit an E-Verify Memorandum before the Owner may award a contract to the Bidder. Information regarding a E-Verify is located at <https://www.uscis.gov/e-verify/>. The contractor shall be responsible for ensuring that all subcontractors and suppliers associated with this contract enroll in E-Verify.

#### **10.0 - CONTRACT SECURITY**

- A. The successful bidder shall furnish a performance/payment bond as set forth in General Conditions Article 6.1 on a condition prior to the State executing the contract and issuing a notice to proceed.

#### **11.0 - LIST OF SUBCONTRACTORS**

- A. If required by "Section 004113 – Bid Form," each bidder must submit as part of their bid a list of subcontractors to be used in performing the work (Section 004336). The list must specify the name of the single designated subcontractor, for each category of work listed in "Section 004336 - Proposed Subcontractors Form." If work within a category will be performed by more than one subcontractor, the bidder must provide the name of each subcontractor and specify the exact portion of the work to be done by each. Failure to list the Bidder's firm, or a subcontractor for each category of work identified on the Bid Form or the listing of more than one subcontractor for any category without designating the portion of work to be performed by each shall be cause for rejection of the bid. If the bidder intends to perform any of the designated subcontract work with the use of his own employees, the bidder shall make that fact

clear, by listing his own firm for the subject category. **If any category of work is left vacant, the bid shall be rejected.**

#### **12.0 - WORKING DAYS**

- A. Contract duration time is stated in working days and will use the following definition in determining the actual calendar date for contract completion:
  - 1. Working days are defined as all calendar days except Saturdays, Sundays and the following State of Missouri observed holidays: New Year's Day, Martin Luther King, Jr. Day, Lincoln Day, Washington's Birthday, Truman Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day.

#### **13.0 - AMERICAN AND MISSOURI - MADE PRODUCTS AND FIRMS**

- A. By signing the bid form and submitting a bid on this project, the Bidder certifies that it will use American and Missouri products as set forth in Article 1.7 of the General Conditions. Bidders are advised to review those requirements carefully prior to bidding.
- B. A preference shall be given to Missouri firms, corporations or individuals, or firms, corporations or individuals that maintain Missouri offices or places of business, when the quality of performance promised is equal or better and the price quoted is the same or less.
- C. Pursuant to Section 34.076, RSMo, a contractor or Bidder domiciled outside the boundaries of the State of Missouri shall be required, in order to be successful, to submit a bid the same percent less than the lowest bid submitted by a responsible contractor or Bidder domiciled in Missouri as would be required for such a Missouri domiciled contractor or Bidder to succeed over the bidding contractor or Bidder domiciled outside Missouri on a like contract or bid being let in the person's domiciliary state and, further, the contractor or Bidder domiciled outside the boundaries of Missouri shall be required to submit an audited financial statement as would be required of a Missouri domiciled contractor or Bidder on a like contract or bid being let in the domiciliary state of that contractor or Bidder.

#### **14.0 – ANTI-DISCRIMINATION AGAINST ISRAEL ACT CERTIFICATION:**

- A. Pursuant to section 34.600, RSMo, if the Bidder meets the section 34.600, RSMo, definition of a “company” and the Bidder has ten or more employees, the Bidder must certify in writing that the Bidder is not currently engaged in a boycott of goods or services from the State of Israel as defined in section 34.600, RSMo, and shall not engage in a boycott of goods or services from the State of Israel, if awarded a contract, for the duration of the contract. The Bidder is requested to complete and submit the applicable portion of Section 004545 - Anti-Discrimination Against Israel Act Certification with their Bid Form. The applicable portion of the exhibit must be submitted prior to execution of a contract by the Owner and issuance of Notice to Proceed. If the exhibit is not submitted, the Owner shall rescind its Intent to Award and move to the next lowest, responsive, responsible bidder.

#### **15.0 - MBE/WBE/SDVE INSTRUCTIONS**

- A. Definitions:
  - 1. “**MBE**” means a Minority Business Enterprise.
  - 2. “**MINORITY**” has the same meaning as set forth in 1 C.S.R. 10-17.010.
  - 3. “**MINORITY BUSINESS ENTERPRISE**” has the same meaning as set forth in section 37.020, RSMo.
  - 4. “**WBE**” means a Women’s Business Enterprise.
  - 5. “**WOMEN’S BUSINESS ENTERPRISE**” has the same meaning as set forth in section 37.020, RSMo.
  - 6. “**SDVE**” means a Service-Disabled Veterans Enterprise.
  - 7. “**SERVICE-DISABLED VETERAN**” has the same meaning as set forth in section 34.074, RSMo.

8. **“SERVICE-DISABLED VETERAN ENTERPRISE”** has the same meaning as “Service-Disabled Veteran Business” set forth in section 34.074, RSMo.

B. MBE/WBE/SDVE General Requirements:

1. For all bids greater than \$100,000, the Bidder shall obtain MBE, WBE and SDVE participation in an amount equal to or greater than the percentage goals set forth in the Invitation for Bid and the Bid Form, unless the Bidder is granted a Good Faith Effort waiver by the Director of the Division, as set forth below. If the Bidder does not meet the MBE, WBE and SDVE goals, or make a good faith effort to do so, the Bidder shall be non-responsive, and its bid shall be rejected.
2. The Bidder should submit with its bid all of the information requested in the MBE/WBE/SDVE Compliance Evaluation Form for every MBE, WBE, or SDVE subcontractor or material supplier the Bidder intends to use for the contract work. The Bidder is required to submit all appropriate MBE/WBE/SDVE documentation before the stated time and date set forth in the Invitation for Bid. If the Bidder fails to provide such information by the specified date and time, the Owner shall reject the bid.
3. The Director reserves the right to request additional information from a Bidder to clarify the Bidder’s proposed MBE, WBE, and/or SDVE participation. The Bidder shall submit the clarifying information requested by the Owner within two (2) Working Days of receiving the request for clarification.
4. Pursuant to section 34.074, RSMo, a Bidder that is a SDVE doing business as Missouri firm, corporation, or individual, or that maintains a Missouri office or place of business, shall receive a three-point bonus preference in the contract award evaluation process. The bonus preference will be calculated and applied by reducing the bid amount of the eligible SDVE by three percent of the apparent low responsive bidder’s bid. Based on this calculation, if the eligible SDVE’s evaluation is less than the apparent low responsive bidder’s bid, the eligible SDVE’s bid becomes the apparent low responsive bid. This reduction is for evaluation purposes only, and will have no impact on the actual amount(s) of the bid or the amount(s) of any contract awarded. In order to be eligible for the SDVE preference, the Bidder must complete and submit with its bid the Missouri Service Disabled Veteran Business Form, and any information required by the form. The form is available on the MissouriBUYS solicitation for this project.

C. Computation of MBE/WBE/SDVE Goal Participation:

1. A Bidder who is a MBE, WBE, or SDVE may count 100% of the contract towards the MBE, WBE or SDVE goal, less any amounts awarded to another MBE, WBE or SDVE. (NOTE: A MBE firm that bids as general contractor must obtain WBE and SDVE participation; a WBE firm that bids as a general contractor must obtain MBE and SDVE participation; and a SDVE firm that bids as general contractor must obtain MBE and WBE participation.) In order for the remaining contract amount to be counted towards the MBE, WBE or SDVE goal, the Bidder must complete the MBE/WBE/SDVE Compliance Evaluation Form (Section 004337) identifying itself as an MBE, WBE or SDVE.
2. The total dollar value of the work granted to a certified MBE, WBE or SDVE by the Bidder shall be counted towards the applicable goal.
3. Expenditures for materials and supplies obtained from a certified MBE, WBE, or SDVE supplier or manufacturer may be counted towards the MBE, WBE and SDVE goals, if the MBE, WBE, or SDVE assumes the actual and contractual responsibility for the provision of the materials and supplies.
4. The total dollar value of the work granted to a second or subsequent tier subcontractor or a supplier may be counted towards a Bidder’s MBE, WBE and SDVE goals, if the MBE, WBE, or SDVE properly assumes the actual and contractual responsibility for the work.
5. The total dollar value of work granted to a certified joint venture equal to the percentage of the ownership and control of the MBE, WBE, or SDVE partner in the joint venture may be counted towards the MBE/WBE/SDVE goals.
6. Only expenditures to a MBE, WBE, or SDVE that performs a commercially useful function in the work may be counted towards the MBE, WBE and SDVE goals. A MBE, WBE, or SDVE performs a commercially useful function when it is responsible for executing a distinct element of the work

and carrying out its responsibilities by actually performing, managing and supervising the work or providing supplies or manufactured materials.

D. Certification of MBE/WBE/SDVE Subcontractors:

1. In order to be counted towards the goals, an MBE or WBE must be certified by the State of Missouri Office of Equal Opportunity and an SDVE must be certified by the State of Missouri, Office of Administration, Division of Purchasing and Material Management or by the Department of Veterans Affairs.
2. The Bidder may determine the certification status of a proposed MBE or WBE subcontractor or supplier by referring to the Office of Equal Opportunity (OEO)'s online MBE/WBE directory (<https://apps1.mo.gov/MWBCertifiedFirms/>). The Bidder may determine the eligibility of a SDVE subcontractor or supplier by referring to the Division of Purchasing and Materials Management's online SDVE directory (<https://oa.mo.gov/sites/default/files/sdvelisting.pdf>) or the Department of Veterans Affairs' directory (<https://vetbiz.va.gov/basic-search/>).
3. Additional information, clarifications, etc., regarding the listings in the directories may be obtained by calling the Division at (573)751-3339 and asking to speak to the Contract Specialist of record as shown in the Supplementary Conditions (Section 007300).

E. Waiver of MBE/WBE/SDVE Participation:

1. If a Bidder has made a good faith effort to secure the required MBE, WBE and/or SDVE participation and has failed, the Bidder shall submit with its bid the information requested in MBE/WBE/SDVE Good Faith Effort (GFE) Determination form. The GFE forms are located on the MissouriBUYS solicitation for this project. The Director will determine if the Bidder made a good faith effort to meet the applicable goals. If the Director determines that the Bidder did not make a good faith effort, the bid shall be rejected as being nonresponsive to the bid requirements. Bidders who demonstrate that they have made a good faith effort to include MBE, WBE, and/or SDVE participation will be determined to be responsive to the applicable participation goals, regardless of the percent of actual participation obtained, if the bid is otherwise acceptable.
2. In determining whether a Bidder has made a good faith effort to obtain MBE, WBE and/or SDVE participation, the Director may evaluate the factors set forth in 1 CSR 30-5.010(6)(C) and the following:
  - a. The amount of actual participation obtained;
  - b. How and when the Bidder contacted potential MBE, WBE, and SDVE subcontractors and suppliers;
  - c. The documentation provided by the Bidder to support its contacts, including whether the Bidder provided the names, addresses, phone numbers, and dates of contact for MBE/WBE/SDVE firms contacted for specific categories of work;
  - d. If project information, including plans and specifications, were provided to MBE/WBE/SDVE subcontractors;
  - e. Whether the Bidder made any attempts to follow-up with MBE, WBE or SDVE firms prior to bid;
  - f. Amount of bids received from any of the subcontractors and/or suppliers that the Bidder contacted;
  - g. The Bidder's stated reasons for rejecting any bids;
3. If no bidder has obtained any participation in a particular category (MBE/WBE/SDVE) or made a good faith effort to do so, the Director may waive that goal rather than rebid.

F. Contractor MBE/WBE/SDVE Obligations

1. If awarded a contract, the Bidder will be contractually required to subcontract with or obtain materials from the MBE, WBE, and SDVE firms listed in its bid, in amounts equal to or greater than the dollar amount bid, unless the amount is modified in writing by the Owner.
2. If the Contractor fails to meet or maintain the participation requirements contained in the Contractor's bid, the Contractor must satisfactorily explain to the Director why it cannot comply with the requirement and why failing meeting the requirement was beyond the Contractor's control. If the Director finds the Contractor's explanation unsatisfactory, the Director may take any appropriate action including, but not limited to:
  - a. Declaring the Contractor ineligible to participate in any contracts with the Division for up to twelve (12) months (suspension); and/or
  - b. Declaring the Contractor be non-responsive to the Invitation for Bid, or in breach of contract and rejecting the bid or terminating the contract.
3. If the Contractor replaces an MBE, WBE, or SDVE during the course of this contract, the Contractor shall replace it with another MBE, WBE, or SDVE or make a good faith effort to do so. All MBE, WBE and SDVE substitutions must be approved by the Director.
4. The Contractor shall provide the Owner with regular reports on its progress in meeting its MBE/WBE/SDVE obligations. At a minimum, the Contractor shall report the dollar-value of work completed by each MBE, WBE, or SDVE during the preceding month and the cumulative total of work completed by each MBE, WBE or SDVE to date with each monthly application for payment. The Contractor shall also make a final report, which shall include the total dollar-value of work completed by each MBE, WBE, and SDVE during the entire contract.



**STATE OF MISSOURI**  
**DIVISION OF FACILITIES MANAGEMENT,**  
**DESIGN AND CONSTRUCTION**  
***MBE/WBE/SDVE DIRECTORY***

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The MBE/WBE Directory for goods and services is maintained by the Office of Equal Opportunity (OEO). The current Directory can be accessed at the following web address:

<https://apps1.mo.gov/MWBCertifiedFirms/>

Please note that you may search by MBE, WBE, or both as well as by region, location of the business by city or state, as well as by commodity or service.

The SERVICE DISABLED VETERAN ENTERPRISE (SDVE) Directory (s) may be accessed at the following web addresses:

<https://oa.mo.gov/sites/default/files/sdvelisting.pdf>

<https://vetbiz.va.gov/basic-search/>



# State of Missouri Construction Contract

THIS AGREEMENT is made (DATE) by and between:

## ***Contractor Name and Address***

hereinafter called the "Contractor,"

and the **State of Missouri**, hereinafter called the "**Owner**", represented by the Office of Administration, Division of Facilities Management, Design and Construction, on behalf of the Department of Department of Department of Elementary and Secondary Education.

WITNESSETH, that the Contractor and the Owner, for the consideration stated herein agree as follows:

## **ARTICLE 1. STATEMENT OF WORK**

The Contractor shall furnish all labor and materials and perform all work required for furnishing and installing all labor, materials, equipment and transportation and everything necessarily inferred from the general nature and tendency of the plans and specifications for the proper execution of the work for:

**Project Name:**                      **Replace Rooftop Units  
New Dawn State School  
Sikeston, Missouri**

**Project Number:**                **E1905-01**

in strict accordance with the Contract Documents as enumerated in Article 7, all of which are made a part hereof.

## **ARTICLE 2. TIME OF COMPLETION**

The contract performance time is **290 working days** from the transmittal date of this agreement. The contract completion date is **MONTH, DAY, YEAR**. This time includes ten (10) working days for the Contractor to receive, sign and return the contract form along with required bonding and insurance certificates. Failure of the Contractor to provide correct bonding and insurance within the ten (10) working days shall not be grounds for a time extension. Receipt of proper bonding and insurance is a condition precedent to the formation of the contract and if not timely received, may result in forfeiture of the Contractor's bid security. Work may not commence until the Owner issues a written Notice to Proceed and must commence within seven (7) working days thereafter.

## **ARTICLE 3. LIQUIDATED DAMAGES**

Whenever time is mentioned in this contract, time shall be and is of the essence of this contract. The Owner would suffer a loss should the Contractor fail to have the work embraced in this contract fully completed on or before the time above specified. THEREFORE, the parties hereto realize in order to adjust satisfactorily the damages on account of such failure that it might be impossible to compute accurately or estimate the amount of such loss or damages which the Owner would sustain by reason of failure to complete fully said work within the time required by this contract. The Contractor hereby covenants and agrees to pay the Owner, as and for **liquidated damages, the sum of \$1,000** per day for each and every day, Sunday and legal holidays excepted, during which the work remains incomplete and unfinished. Any sum which may be due the Owner for such damages shall be deducted and retained by the Owner from any balance which may be due the Contractor when said work shall have been finished and accepted. But such provisions shall not release the Bond of the Contractor from liability according to its terms. In case of failure to complete, the Owner will be under no obligation to show or prove any actual or specific loss or damage.

#### ARTICLE 4. CONTRACT SUM

The Owner shall pay the Contractor for the prompt, faithful and efficient performance of the conditions and undertakings of this contract, subject to additions, and deductions as provided herein, in current funds the sum of:

Base Bid: \$

Alternate No. 1: \$

**TOTAL CONTRACT AMOUNT: (\$CONTRACT AMOUNT)**

#### ARTICLE 5. PREVAILING WAGE RATE

**MISSOURI PREVAILING WAGE LAW (Sections 290.210 to 290.340, RSMo):** The Contractor shall pay not less than the specified hourly rate of wages, as set out in the wage order attached to and made part of the specifications for work under this contract, to all workers performing work under the contract, in accordance with sections 290.210 to 290.340, RSMo. The Contractor shall forfeit a penalty to the Owner of one hundred dollars per day (or portion of a day) for each worker that is paid less than the specified rates for any work done under the contract by the Contractor or by any subcontractor, in accordance with section 290.250, RSMo.

**DAVIS-BACON ACT:** If this Project is financed in whole or in part from Federal funds (as indicated in the Instructions to Bidders or other bid or contract documents for this Project), then this contract shall be subject to all applicable federal labor statutes, rules and regulations, including provisions of the Davis-Bacon Act, 40 U.S.C. §3141 et seq., and the “Federal Labor Standards Provisions,” as further set forth in Section 007333 – Supplementary General Conditions for Federally Funded/Assisted Construction Projects, which is incorporated into the contract by reference. Where the Missouri Prevailing Wage Law and the Davis-Bacon Act require payment of different wages for work performed under this contract, the Contractor and all Subcontractors shall pay the greater of the wages required under either law, on a classification by classification basis.

#### ARTICLE 6. MINORITY/WOMEN/SERVICE DISABLED VETERAN BUSINESS ENTERPRISE PARTICIPATION

The Contractor has been granted a waiver of the 10% MBE and 10% WBE and 3% SDVE participation goals. The Contractor agrees to secure the MBE/WBE/SDVE participation amounts for this project as follows: (OR)

The Contractor has met the MBE/WBE/SDVE participation goals and agrees to secure the MBE/WBE/SDVE participation amounts for this project as follows:

|                    |                    |
|--------------------|--------------------|
| MBE/WBE/SDVE Firm: | Subcontract Amt:\$ |
| MBE/WBE/SDVE Firm: | Subcontract Amt:\$ |
| MBE/WBE/SDVE Firm: | Subcontract Amt:\$ |

Total \$

MBE/WBE/SDVE assignments identified above shall not be changed without a contract change signed by the Owner.

The Director of the Division of Facilities Management, Design and Construction or his Designee shall be the final authority to resolve disputes and disagreements between the Contractor and the MBE/WBE/SDVE firms listed above when such disputes impact the subcontract amounts shown above.

#### ARTICLE 7. CONTRACT DOCUMENTS

The following documents are hereby incorporated into this contract by reference (all division/section numbers and titles are as utilized in the Project Manual published by the Owner for this Project):

1. Division 0 – Procurement and Contracting Information, including, but not limited to:
  - a. Invitation for Bid (Section 001116)
  - b. Instructions to Bidders (Section 002113)
  - c. Supplementary Instructions to Bidders (if applicable) (Section 002213)

- d. The following documents as completed and executed by the Contractor and accepted by the Owner, if applicable:
    - i. Bid Form (Section 004113)
    - ii. Unit Prices (Section 004322)
    - iii. Proposed Contractors Form (Section 004336)
    - iv. MBE, WBE, SDVE Compliance Evaluation Form(s) (Section 004337)
    - v. MBE, WBE, SDVE Eligibility Determination Form for Joint Ventures (Section 004338)
    - vi. MBE, WBE, SDVE Good Faith Effort (GFE) Determination Form (Section 004339)
    - vii. Missouri Service Disabled Veteran Business Form (Section 004340)
    - viii. Affidavit of Work Authorization (Section 004541)
    - ix. Affidavit for Affirmative Action (Section 005414)
  - e. Performance and Payment Bond, completed and executed by the Contractor and surety (Section 006113)
  - f. General Conditions (Section 007213)
  - g. Supplementary Conditions (Section 007300)
  - h. Supplementary General Conditions for Federally Funded/Assisted Construction Projects (Section 007333)
  - i. Wage Rate(s) (Section 007346)
- 2. Division 1 – General Requirements
  - 3. All Drawings identified in the Project Manual
  - 4. All Technical Specifications included in the Project Manual
  - 5. Addenda, if applicable

#### ARTICLE 8 – CERTIFICATION

By signing this contract, the Contractor hereby re-certifies compliance with all legal requirements set forth in Section 6.0, Bidder's Certifications of the Bid Form.

Further, if the Contractor provides any "personal information" as defined in §105.1500, RSMo concerning an entity exempt from federal income tax under Section 501(c) of the Internal Revenue Code of 1986, as amended, the Contractor understands and agrees that it is voluntarily choosing to enter into a state contract and providing such information for that purpose. The state will treat such personal information in accord with §105.1500, RSMo.

By signature below, the parties hereby execute this contract document.

#### APPROVED:

\_\_\_\_\_  
Brian Yansen, Director  
Division of Facilities Management,  
Design and Construction

\_\_\_\_\_  
Contractor's Authorized Signature

I, Corporate Secretary, certify that I am Secretary of the corporation named above and that (CONTRACTOR NAME), who signed said contract on behalf of the corporation, was then (TITLE) of said corporation and that said contract was duly signed for and in behalf of the corporation by authority of its governing body, and is within the scope of its corporate powers.

\_\_\_\_\_  
*Corporate Secretary*



STATE OF MISSOURI  
OFFICE OF ADMINISTRATION  
DIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION  
**AFFIDAVIT FOR AFFIRMATIVE ACTION**

PROJECT NUMBER

NAME

First being duly sworn on oath states: that

he/she is the ☐ sole proprietor ☐ partner ☐ officer or ☐ manager or managing member of

NAME

a ☐ sole proprietorship ☐ partnership  
☐ limited liability company (LLC)

or ☐ corporation, and as such, said proprietor, partner, or officer is duly authorized to make this

affidavit on behalf of said sole proprietorship, partnership, or corporation; that under the contract known as

PROJECT TITLE

Less than 50 persons in the aggregate will be employed and therefore, the applicable Affirmative Action  
requirements as set forth in Article 1.4 of the General Conditions of the State of Missouri have been met.

PRINT NAME & SIGNATURE

DATE

**NOTARY INFORMATION**

NOTARY PUBLIC EMBOSSER SEAL

STATE OF

COUNTY (OR CITY OF ST.  
LOUIS)

**USE RUBBER STAMP IN CLEAR AREA  
BELOW**

SUBSCRIBED AND SWORN BEFORE ME, THIS

DAY OF

YEAR

NOTARY PUBLIC SIGNATURE

MY COMMISSION EXPIRES

NOTARY PUBLIC NAME (TYPED OR PRINTED)

**SECTION 006113 - PERFORMANCE AND PAYMENT BOND FORM**

KNOW ALL MEN BY THESE PRESENTS, THAT we \_\_\_\_\_

as principal, and \_\_\_\_\_

\_\_\_\_\_ as Surety, are held and firmly bound unto the

STATE OF MISSOURI. in the sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_ )

for payment whereof the Principal and Surety bind themselves, their heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

WHEREAS, the Principal has, by means of a written agreement dated the \_\_\_\_\_

day of \_\_\_\_\_, 20\_\_\_\_\_, enter into a contract with the State of Missouri for

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Insert Project Title and Number)

NOW, THEREFORE, if the Principal shall faithfully perform and fulfill all the undertakings, covenants, terms, conditions and agreements of said contract during the original term of said contract and any extensions thereof that may be granted by the State of Missouri, with or without notice to the Surety and during the life of any guaranty required under the contract; and shall also faithfully perform and fulfill all undertakings, covenants, terms, conditions and agreements of any and all duly authorized modifications of said contract that may hereafter be made with or without notice to the Surety; and shall also promptly make payment for materials incorporated, consumed or used in connection with the work set forth in the contract referred to above, and all insurance premiums, both compensation and all other kinds of insurance, on said work, and for all labor performed on such work, whether by subcontractor or otherwise, at not less than the prevailing hourly rate of wages for work of a similar character (exclusive of maintenance work) in the locality in which the work is performed and not less than the prevailing hourly rate of wages for legal holiday and overtime work (exclusive of maintenance work) in the locality in which the work is performed both as determined by the Department of Labor and Industrial Relations or determined by the Court of Appeal, as provided for in said contract and in any and all duly authorized modifications of said contract that may be hereafter made, with or without notice to the Surety, then, this obligation shall be void and of no effect, but it is expressly understood that if the Principal should make default in or should fail to strictly, faithfully and efficiently do, perform and comply with any or more of the covenants, agreements, stipulations, conditions, requirements or undertakings, as specified in or by the terms of said contract, and with the time therein named, then this obligation shall be valid and binding upon each of the parties hereto and this bond shall remain in full force and effect; and the same may be sued on at the instance of any material man, laborer, mechanic, subcontractor, individual, or otherwise to whom such payment is due, in the name of the State of Missouri, to the use of any such person.

AND, IT IS FURTHER specifically provided that any modifications which may hereinafter be made in the terms of the contract or in the work to be done under it or the giving by the Owner of any extension of the time for the performance of the contract or any other forbearance on the part of either the Owner or the Principal to the other, shall not in any way release the Principal and the Surety, or either or any of them, their heirs, executors, administrators and successors, from their liability hereunder, notice to the Surety of any such extension, modifications or forbearance being hereby waived.

IN WITNESS WHEREOF, the above bounden parties have executed the within instrument this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

**AS APPLICABLE:**

**AN INDIVIDUAL**

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

Signature: \_\_\_\_\_

**A PARTNERSHIP**

Name of Partner: \_\_\_\_\_

Signature of Partner: \_\_\_\_\_

Name of Partner: \_\_\_\_\_

Signature of Partner: \_\_\_\_\_

**CORPORATION**

Firm Name: \_\_\_\_\_

Signature of President: \_\_\_\_\_

**SURETY**

Surety Name: \_\_\_\_\_

Attorney-in-Fact: \_\_\_\_\_

Address of Attorney-in-Fact: \_\_\_\_\_

Telephone Number of Attorney-in-Fact: \_\_\_\_\_

Signature Attorney-in-Fact: \_\_\_\_\_

**NOTE:** Surety shall attach Power of Attorney



STATE OF MISSOURI  
OFFICE OF ADMINISTRATION  
DIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION  
**PRODUCT SUBSTITUTION REQUEST**

PROJECT NUMBER

PROJECT TITLE AND LOCATION

CHECK APPROPRIATE BOX

- ☐ **SUBSTITUTION PRIOR TO BID OPENING**  
(Minimum of (5) working days prior to receipt of Bids as per Article 4 – Instructions to Bidders)
- ☐ **SUBSTITUTION FOLLOWING AWARD**  
(Maximum of (20) working days from Notice to Proceed as per Article 3 – General Conditions)

FROM: BIDDER/CONTRACTOR (PRINT COMPANY NAME)

TO: ARCHITECT/ENGINEER (PRINT COMPANY NAME)

Bidder/Contractor hereby requests acceptance of the following product or systems as a substitution in accordance with provisions of Division One of the Bidding Documents:

SPECIFIED PRODUCT OR SYSTEM

SPECIFICATION SECTION NO.

SUPPORTING DATA

- ☐ Product data for proposed substitution is attached (include description of product, standards, performance, and test data)
- ☐ Sample ☐ Sample will be sent, if requested

**QUALITY COMPARISON**

|              | SPECIFIED PRODUCT | SUBSTITUTION REQUEST |
|--------------|-------------------|----------------------|
| NAME, BRAND  |                   |                      |
| CATALOG NO.  |                   |                      |
| MANUFACTURER |                   |                      |
| VENDOR       |                   |                      |

**PREVIOUS INSTALLATIONS**

|          |                    |                |
|----------|--------------------|----------------|
| PROJECT  | ARCHITECT/ENGINEER |                |
| LOCATION |                    | DATE INSTALLED |

**SIGNIFICANT VARIATIONS FROM SPECIFIED PRODUCT**

|  |
|--|
|  |
|  |
|  |
|  |
|  |
|  |
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|  |



|   |      |
|---|------|
| <b>REASON FOR SUBSTITUTION</b>  |      |
|   |      |
|   |      |
|   |      |
|   |      |
|   |      |
| <b>DOES PROPOSED SUBSTITUTION AFFECT OTHER PARTS OF WORK?</b>   |      |
| <input type="checkbox"/> YES <input type="checkbox"/> NO  |      |
| IF YES, EXPLAIN _____   |      |
|   |      |
|   |      |
|   |      |
|   |      |
| <b>SUBSTITUTION REQUIRES DIMENSIONAL REVISION OR REDESIGN OF STRUCTURE OR A/E WORK</b>  |      |
| <input type="checkbox"/> YES <input type="checkbox"/> NO  |      |
| <b>BIDDER'S/CONTRACTOR'S STATEMENT OF CONFORMANCE OF PROPOSED SUBSTITUTION TO CONTRACT REQUIREMENT:</b>   |      |
| We have investigated the proposed substitution. We believe that it is equal or superior in all respects to specified product, except as stated above; that it will provide the same Warranty as specified product; that we have included complete implications of the substitution; that we will pay redesign and other costs caused by the substitution which subsequently become apparent; and that we will pay costs to modify other parts of the Work as may be needed, to make all parts of the Work complete and functioning as a result of the substitution. |      |
| BIDDER/CONTRACTOR   | DATE |
| <b>REVIEW AND ACTION</b>  |      |
| <input type="checkbox"/> Resubmit Substitution Request with the following additional information:   |      |
|   |      |
| <input type="checkbox"/> Substitution is accepted.  |      |
| <input type="checkbox"/> Substitution is accepted with the following comments:  |      |
|   |      |
| <input type="checkbox"/> Substitution is not accepted.  |      |
| ARCHITECT/ENGINEER  | DATE |



STATE OF MISSOURI  
OFFICE OF ADMINISTRATION  
DIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION  
**FINAL RECEIPT OF PAYMENT AND RELEASE**

PROJECT NUMBER

KNOW ALL MEN BY THESE PRESENT THAT:                    hereinafter called "Subcontractor" who heretofore entered into an agreement with                    hereinafter called "Contractor", for the performance of work and/or furnishing of material for the construction of the project entitled

(PROJECT TITLE, PROJECT LOCATION, AND PROJECT NUMBER)

at

(ADDRESS OF PROJECT)

for the State of Missouri (Owner) which said subcontract is by this reference incorporated herein, in consideration of such final payment by Contractor.

DOES HEREBY:

1. ACKNOWLEDGE that they have been **PAID IN FULL** all sums due for work and materials contracted or done by their Subcontractors, Material Vendors, Equipment and Fixture Suppliers, Agents and Employees, or otherwise in the performance of the Work called for by the aforesaid Contract and all modifications or extras or additions thereto, for the construction of said project or otherwise.
2. RELEASE and fully, finally, and forever discharge the Owner from any and all suits, actions, claims, and demands for payment for work performed or materials supplied by Subcontractor in accordance with the requirements of the above referenced Contract.
1. REPRESENT that all of their Employees, Subcontractors, Material Vendors, Equipment and Fixture Suppliers, and everyone else has been **paid in full** all sums due them, or any of them, in connection with performance of said Work, or anything done or omitted by them, or any of them in connection with the construction of said improvements, or otherwise.

DATED this                    day of                    , 20                    .

NAME OF SUBCONTRACTOR

BY (TYPED OR PRINTED NAME)

SIGNATURE

TITLE

ORIGINAL: FILE/Closeout Documents



STATE OF MISSOURI  
OFFICE OF ADMINISTRATION  
DIVISION OF FACILITIES MANAGEMENT,  
DESIGN AND CONSTRUCTION

**MBE/WBE/SDVE PROGRESS REPORT**

Remit with ALL Progress and Final Payments

(Please check appropriate box) ☐CONSULTANT ☐CONSTRUCTION

|   |                |
|---|----------------|
| PAY APP NO.   | PROJECT NUMBER |
| CHECK IF FINAL<br><input type="checkbox"/> <b>FINAL</b> | DATE           |

| PROJECT TITLE  |                                   |  |  |
|--|-----------------------------------|--|--|
| PROJECT LOCATION   |                                   |  |  |
| FIRM   |                                   |  |  |
| ORIGINAL CONTRACT SUM (Same as Line Item 1. on Form A of Application for Payment)<br>\$                      |                                   | TOTAL CONTRACT SUM TO DATE (Same as Line Item 3. on Form A of Application for Payment)<br>\$ |  |
| THE TOTAL MBE/WBE/SDVE PARTICIPATION DOLLAR AMOUNT OF THIS PROJECT AS INDICATED IN THE ORIGINAL CONTRACT: \$ |                                   |  |  |
| SELECT<br>MBE, WBE,<br>SDVE  | TOTAL<br>AMOUNT OF<br>SUBCONTRACT | \$ AMOUNT<br>PAID-TO-DATE  | CONSULTANT/SUBCONSULTANT OR<br>CONTRACTOR/SUBCONTRACTOR/SUPPLIER<br>COMPANY NAME |
| <input type="checkbox"/> MBE<br><input type="checkbox"/> WBE<br><input type="checkbox"/> SDVE                | \$                                | \$   |  |
| <input type="checkbox"/> MBE<br><input type="checkbox"/> WBE<br><input type="checkbox"/> SDVE                | \$                                | \$   |  |
| <input type="checkbox"/> MBE<br><input type="checkbox"/> WBE<br><input type="checkbox"/> SDVE                | \$                                | \$   |  |
| <input type="checkbox"/> MBE<br><input type="checkbox"/> WBE<br><input type="checkbox"/> SDVE                | \$                                | \$   |  |
| <input type="checkbox"/> MBE<br><input type="checkbox"/> WBE<br><input type="checkbox"/> SDVE                | \$                                | \$   |  |
| <input type="checkbox"/> MBE<br><input type="checkbox"/> WBE<br><input type="checkbox"/> SDVE                | \$                                | \$   |  |

Revised 05/21



STATE OF MISSOURI  
OFFICE OF ADMINISTRATION  
DIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION  
**AFFIDAVIT – COMPLIANCE WITH PREVAILING WAGE LAW**

PROJECT NUMBER

Before me, the undersigned Notary Public, in and for the County of \_\_\_\_\_

State of \_\_\_\_\_ personally came and appeared \_\_\_\_\_

(NAME)

of the \_\_\_\_\_

(POSITION)

(NAME OF THE COMPANY)

(a corporation) (a partnership) (a proprietorship) and after being duly sworn did depose and say that all provisions and requirements set out in Chapter 290, Sections 290.210 through and including 290.340, Missouri Revised Statutes, pertaining to the payment of wages to workmen employed on public works project have been fully satisfied and there has been no exception to the full and completed compliance with said provisions and requirements

and with Wage Determination No: \_\_\_\_\_ issued by the

Department of Labor and Industrial Relations, State of Missouri on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

in carrying out the contract and working in connection with \_\_\_\_\_

(NAME OF PROJECT)

Located at \_\_\_\_\_ in \_\_\_\_\_ County

(NAME OF THE INSTITUTION)

Missouri, and completed on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

SIGNATURE

**NOTARY INFORMATION**

NOTARY PUBLIC EMBOSSEY OR  
BLACK INK RUBBER STAMP SEAL

STATE

COUNTY (OR CITY OF ST. LOUIS)

SUBSCRIBED AND SWORN BEFORE ME, THIS

DAY OF

YEAR

**USE RUBBER STAMP IN CLEAR AREA BELOW**

NOTARY PUBLIC SIGNATURE

MY COMMISSION  
EXPIRES

NOTARY PUBLIC NAME (TYPED OR PRINTED)

FILE: Closeout Documents

# GENERAL CONDITIONS

## INDEX

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## SECTION 007213 - GENERAL CONDITIONS

- A. These General Conditions apply to each section of these specifications. The Contractor is subject to the provisions contained herein.
- B. The General Conditions are intended to define the relationship of the Owner, the Designer and the Contractor thereby establishing certain rules and provisions governing the operation and performance of the work so that the work may be performed in a safe, orderly, expeditious and workmanlike manner.

## ARTICLE 1 – GENERAL PROVISIONS

### ARTICLE 1.1 - DEFINITIONS

As used in these contract documents, the following terms shall have the meanings and refer to the parties designated in these definitions.

1. **"COMMISSIONER"**: The Commissioner of the Office of Administration.
2. **"CONSTRUCTION DOCUMENTS"**: The "Construction Documents" shall consist of the Project Manual, Drawings and Addenda.
3. **"CONSTRUCTION REPRESENTATIVE"**: Whenever the term "Construction Representative" is used, it shall mean the Owner's Representative at the work site.
4. **"CONTRACTOR"**: Party or parties who have entered into a contract with the Owner to furnish work under these specifications and drawings.
5. **"DESIGNER"**: When the term "Designer" is used herein, it shall refer to the Architect, Engineer, or Consultant of Record specified and defined in Paragraph 2.0 of the Supplemental Conditions, or his duly authorized representative. The Designer may be either a consultant or state employee.
6. **"DIRECTOR"**: Whenever the term "Director" is used, it shall mean the Director of the Division of Facilities Management, Design and Construction or his Designee, representing the Office of Administration, State of Missouri. The Director is the agent of the Owner.
7. **"DIVISION"**: Shall mean the Division of Facilities Management, Design and Construction, State of Missouri.
8. **"INCIDENTAL JOB BURDENS"**: Shall mean those expenses relating to the cost of work, incurred either in the home office or on the job-site, which are necessary in the course of doing business but are incidental to the job. Such costs include office supplies and equipment, postage, courier services, telephone expenses including long distance, water and ice and other similar expenses.
9. **"JOINT VENTURE"**: An association of two (2) or more businesses to carry out a single business enterprise for profit for which purpose they combine their property, capital, efforts, skills and knowledge.
10. **"OWNER"**: Whenever the term "Owner" is used, it shall mean the State of Missouri.
11. **"PROJECT"**: Wherever the term "Project" is used, it shall mean the work required to be completed by the construction contract.
12. **"PROJECT MANUAL"**: The "Project Manual" shall consist of Introductory Information, Invitation for Bid, Instructions to Bidders, Bid Documents, Additional Information, Standard Forms, General Conditions, Supplemental General Conditions, General Requirements and Technical Specifications.
13. **"SUBCONTRACTOR"**: Party or parties who contract under, or for the performance of part or this entire Contract between the Owner and Contractor. The subcontract may or may not be direct with the Contractor.
14. **"WORK"**: Labor, material, supplies, plant and equipment required to perform and complete the service agreed to by the Contractor in a safe, expeditious, orderly and workmanlike manner so that the project shall be complete and finished in the best manner known to each respective trade.
15. **"WORKING DAYS"**: are all calendar days except Saturdays, Sundays and the following holidays: New Year's Day, Martin Luther King, Jr. Day, Lincoln Day, Washington's Birthday (observed), Truman Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day (observed), Thanksgiving Day, Christmas Day.

### ARTICLE 1.2 DRAWINGS AND SPECIFICATIONS

- A. In case of discrepancy between drawings and specifications, specifications shall govern. Should discrepancies in architectural drawings, structural drawings and mechanical drawings occur,

architectural drawings shall govern and, in case of conflict between structural and mechanical drawings, structural drawings shall govern.

- B. Specifications are separated into titled divisions for convenience of reference only and to facilitate letting of contracts and subcontracts. The Contractor is responsible for establishing the scope of work for subcontractors, which may cross titled divisions. Neither the Owner nor Designer will establish limits and jurisdiction of subcontracts.
- C. Figured dimensions take precedence over scaled measurements and details over smaller scale general drawings. In the event of conflict between any of the documents contained within the contract, the documents shall take precedence and be controlling in the following sequence: addenda, supplementary general conditions, general conditions, division 1 specifications, technical division specifications, drawings, bid form and instructions to bidders.
- D. Anything shown on drawings and not mentioned in these specifications or vice versa, as well as any incidental work which is obviously necessary to complete the project within the limits established by the drawings and specifications, although not shown on or described therein, shall be performed by the Contractor at no additional cost as a part of his contract.
- E. Upon encountering conditions differing materially from those indicated in the contract documents, the Contractor shall promptly notify the Designer and Construction Representative in writing before such conditions are disturbed. The Designer shall promptly investigate said conditions and report to the Owner, with a recommended course of action. If conditions do materially differ and cause an increase or decrease in contract cost or time required for completion of any portion of the work, a contract change will be initiated as outlined in Article 4 of these General Conditions.
- E. Only work included in the contract documents is authorized, and the Contractor shall do no work other than that described therein or in accordance with appropriately authorized and approved contract changes.

#### **ARTICLE 1.3 - COMPLIANCE WITH LAWS, PERMITS, REGULATIONS AND INSPECTIONS**

- A. Since the Owner is the State of Missouri, municipal or political subdivisions, zoning ordinances, construction codes (other than licensing of trades), and other like ordinances are not applicable to construction on Owner's property, and Contractor will not be required to submit drawings and specifications to any municipal or political subdivision, authority, obtain

construction permits or any other licenses (other than licensing of trades) or permits from or submit to inspections by any municipality or political subdivision relating to the construction for this project. All permits or licenses required by municipality or political subdivision for operation on property not belonging to Owner shall be obtained by and paid for by Contractor. Each Contractor shall comply with all applicable laws, ordinances, rules and regulations that pertain to the work of this contract.

- B. Contractors, subcontractors and their employees engaged in the businesses of electrical, mechanical, plumbing, carpentry, sprinkler system work, and other construction related trades shall be licensed to perform such work by the municipal or political subdivision where the project is located, if such licensure is required by local code. Local codes shall dictate the level (master, journeyman, and apprentice) and the number, type and ratio of licensed tradesmen required for this project within the jurisdiction of such municipal or political subdivision.
- C. Equipment and controls manufacturers and their authorized service and installation technicians that do not maintain an office within the jurisdiction of the municipal or political subdivision but are a listed or specified contractor or subcontractor on this project are exempt from Paragraph 1.3 B above.
- D. The Contractor shall post a copy of the wage determination issued for the project and included as a part of the contract documents, in a prominent and easily accessible location at the site of construction for the duration of the project.
- E. Any contractor or subcontractor to such contractor at any tier signing a contract to work on this project shall provide a ten-hour Occupational Safety and Health Administration (OSHA) construction safety program for their on-site employees which includes a course in construction safety and health approved by OSHA or a similar program approved by the Department of Labor and Industrial Relations which is at least as stringent as an approved OSHA program. The contractor shall forfeit as a penalty to the public body on whose behalf the contract is made or awarded, two thousand five hundred dollars plus one hundred dollars for each employee employed by the contractor or subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training.

#### **ARTICLE 1.4 - NONDISCRIMINATION IN EMPLOYMENT**

- A. The Contractor and his subcontractors will not discriminate against individuals based on race,

color, religion, national origin, sex, disability, or age, but may use restrictions which relate to bona fide occupational qualifications. Specifically, the Contractor and his subcontractors shall not discriminate:

1. Against recipients of service on the basis of race, color, religion, national origin, sex, disability or age.
2. Against any employee or applicant, for employment on the basis of race, color, religion, national origin, sex or otherwise qualified disability status.
3. Against any applicant for employment or employee on the basis of age, where such applicant or employee is between ages 40 and 70 and where such Contractor employs at least 20 persons.
4. Against any applicant for employment or employee on the basis of that person's status as a disabled or Vietnam-era veteran.

The Contractor and his Subcontractors will take affirmative action to insure applicants for employment and employees are treated equally without regard to race, color, religion, national origin, sex, disability, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion and transfer; recruitment or recruitment advertising; and selection for training, including apprenticeship. The Contractor and his Subcontractors will give written notice of their commitments under this clause to any labor union with which they have bargaining or other agreements.

- B. The Contractor and his subcontractors shall develop, implement, maintain and submit in writing to the Owner an affirmative action program if at least fifty (50) persons in the aggregate are employed under this contract. If less than fifty (50) persons in the aggregate are to be employed under this contract, the Contractor shall submit, in lieu of the written affirmative action program, a properly executed Affidavit for Affirmative Action in the form included in the contract specifications. For the purpose of this section, an "affirmative action program" means positive action to influence all employment practices (including, but not limited to, recruiting, hiring, promoting and training) in providing equal employment opportunity regardless of race, color, sex, national origin, religion, age (where the person affected is between age 40 and 70), disabled and Vietnam-era veteran status, and disability. Such "affirmative action program" shall include:

1. A written policy statement committing the total organization to affirmative action and

assigning management responsibilities and procedures for evaluation and dissemination;

2. The identification of a person designated to handle affirmative action;
3. The establishment of non-discriminatory selection standards, objective measures to analyze recruitment, an upward mobility system, a wage and salary structure, and standards applicable to lay-off, recall, discharge, demotion and discipline;
4. The exclusion of discrimination from all collective bargaining agreements; and
5. Performance of an internal audit of the reporting system to monitor execution and to provide for future planning.

In the enforcement of this non-discrimination clause, the Owner may use any reasonable procedures available, including, but not limited to: requests, reports, site visits and inspection of relevant documents of contractors and subcontractors.

- C. In the event of the Contractor's or his subcontractor's noncompliance with any provisions of this Article of the Contract, the Owner may cancel this contract in whole or in part or require the Contractor to terminate his contract with the subcontractor.

#### **ARTICLE 1.5 - ANTI-KICKBACK**

No employee of the division, shall have or acquire any pecuniary interest, whether direct or indirect, in this contract or in any part hereof. No officer, employee, designer, attorney, or administrator of or for the Owner who is authorized in such capacity and on behalf of the Owner to exercise any legislative, executive, supervisory or other similar functions in connection with the construction of the project, shall have or acquire any pecuniary interest, whether direct or indirect, in this contract, any material supply contract, subcontract, insurance contract, or any other contract pertaining to the project.

#### **ARTICLE 1.6 - PATENTS AND ROYALTIES**

- A. The Contractor shall hold and save the Owner and its officers, agents, servants and employees harmless from liabilities of any nature or kind, including cost and expenses, for, or on account of, any patented or unpatented invention, process, article or appliance manufactured or used in the performance of this contract, including its use by the Owner, unless otherwise specifically stipulated in the contract documents.
- B. If the Contractor uses any design, device or materials covered by letters, patent or copyright,



the Contractor shall provide for such use by suitable agreement with the Owner of such patented or copyrighted design, device or material. It is mutually agreed and understood, without exception, that the contract prices shall include all royalties or costs arising from the use of such design, device or materials, in any way involved in the work. The Contractor and/or his sureties shall indemnify and save harmless the Owner of the project from any and all claims for infringement by reason of the use of such patented or copyrighted design, device or materials or any trademark or copyright in connection with work agreed to be performed under this contract and shall indemnify the Owner for any cost, expense or damage it may be obliged to pay by reason of such infringement at any time during the prosecution of the work or after completion of the work.

#### **ARTICLE 1.7 - PREFERENCE FOR AMERICAN AND MISSOURI PRODUCTS AND SERVICES**

- A. By virtue of statutory authority a preference will be given to Missouri labor and to products of mines, forests and quarries of the state of Missouri when they are found in marketable quantities in the state, and all such materials shall be of the best quality and suitable character that can be obtained at reasonable market prices, all as provided for in Section 8.280, Missouri Revised Statutes and Cumulative Supplements.
- B. Furthermore, pursuant to Section 34.076 Missouri Revised Statutes and Cumulative Supplements, a preference shall be given to those persons doing business as Missouri firms, corporations, or individuals, or which maintain Missouri offices or places of business, when the quality of performance promised is equal or better and the price quoted is the same or less. In addition, in order for a non-domiciliary bidder to be successful, his bid must be that same percentage lower than a domiciliary Missouri bidder's bid, as would be required for a Missouri bidder to successfully bid in the non-domiciliary state.
- C. In accordance with the Missouri Domestic Products Procurement Act Section 34.350 RSMo and Cumulative Supplements any manufactured goods or commodities used or supplied in the performance of this contract or any subcontract thereto shall be manufactured, assembled or produced in the United States, unless the specified products are not manufactured, assembled or produced in the United States in sufficient quantities to meet the agency's requirements or cannot be manufactured, assembled or produced in the United States within the necessary time in sufficient quantities to meet the contract requirements, or if obtaining the specified products manufactured, assembled or produced in the

United States would increase the cost of this contract for purchase of the product by more than ten percent.

#### **ARTICLE 1.8 - COMMUNICATIONS**

- A. All notices, requests, instructions, approvals and claims must be in writing and shall be delivered to the Designer and copied to the Construction Representative for the project except as required by Article 1.12 Disputes and Disagreements, or as otherwise specified by the Owner in writing as stated in Section 012600. Any such notice shall be deemed to have been given as of the time of actual receipt.
- B. The Contractor shall attend on-site progress and coordination meetings, as scheduled by the Construction Representative, no less than once a month.
- C. The Contractor shall ensure that major subcontractors and suppliers shall attend monthly progress meetings as necessary to coordinate the work, and as specifically requested by the Construction Representative.

#### **ARTICLE 1.9 - SEPARATE CONTRACTS AND COOPERATION**

- A. The Owner reserves the right to let other contracts in connection with this work. The Contractor shall afford other contractors reasonable opportunity for the introduction and storage of their materials and the execution of their work and shall properly connect and coordinate his work with theirs.
- B. The Contractor shall consult the drawings for all other contractors in connection with this work. Any work conflicting with the above shall be brought to the attention of the Owner's Representative before the work is performed. If the Contractor fails to do this, and constructs any work which interferes with the work of another contractor, the Contractor shall remove any part so conflicting and rebuild same, as directed by the Owner's Representative at no additional cost to the Owner.
- C. Each contractor shall be required to coordinate his work with other contractors so as to afford others reasonable opportunity for execution of their work. No contractor shall delay any other contractor by neglecting to perform contract work at the proper time. If any contractor causes delay to another, they shall be liable directly to that contractor for such delay in addition to any liquidated damages which might be due the Owner.
- D. Should the Contractor or project associated subcontractors refuse to cooperate with the instructions and reasonable requests of other Contractors or other subcontractors in the overall

coordinating of the work, the Owner may take such appropriate action and issue directions, as required, to avoid unnecessary and unwarranted delays.

- E. Each Contractor shall be responsible for damage done to Owner's or other Contractor's property by him/her or workers in his employ through their fault or negligence.
- F. Should a Contractor sustain any damage through any act or omission of any other Contractor having a contract with the Owner, the Contractor so damaged shall have no claim or cause of action against the Owner for such damage, but shall have a claim or cause of action against the other Contractor to recover any and all damages sustained by reason of the acts or omissions of such Contractor. The phrase "acts or omissions" as used in this section shall be defined to include, but not be limited to, any unreasonable delay on the part of any such contractors.

#### **ARTICLE 1.10 - ASSIGNMENT OF CONTRACT**

- A. No assignment by Contractor of any amount or any part of this contract or of the funds to be received there under will be recognized unless such assignment has had the written approval of the Director and the surety has been given due notice of such assignment and has furnished written consent thereto. In addition to the usual recitals in assignment contracts, the following language must be set forth: "It is agreed that the funds to be paid to the assignee under this assignment are subject to performance by the Contractor of this contract and to claims or liens for services rendered or materials supplied for the performance of the work called for in said contract in favor of all persons, firms or corporations rendering such services or supplying such materials."

#### **ARTICLE 1.11 - INDEMNIFICATION**

- A. Contractor agrees to indemnify and save harmless Owner and its respective commissioners, officers, officials, agents, consultants and employees and Designer, their agents, servants and employees, from and against any and all liability for damage arising from injuries to persons or damage to property occasioned by any acts or omissions of Contractor, any subcontractors, agents, servants or employees, including any and all expense, legal or otherwise, which may be incurred by Owner or Designer, its agents, servants or employees, in defense of any claim, action or suit.
- B. The obligations of the Contractor under this paragraph shall not extend to the liability of the Designer, his agents or employees, arising out of (1) the preparation or approval of maps, drawings, opinions, reports, surveys, contract changes, design or specifications, or (2) giving of or the failure to

give directions or instructions by the Designer, his agents or employees as required by this contract documents provided such giving or failure to give is the primary cause of the injury or damage.

#### **ARTICLE 1.12 - DISPUTES AND DISAGREEMENTS**

It is hereby expressly agreed and understood that in case any controversy or difference of opinion arises during construction, best efforts will be given to resolution at the field level. Should those efforts be unsuccessful, the Contractor has the right to appeal in writing, the decision of the Director's Designee to the Director at Room 730 Truman Building, P.O. Box 809, Jefferson City, Missouri 65102. The decision of the Director shall be final and binding on all parties.

#### **ARTICLE 2 -- OWNER/DESIGNER RESPONSIBILITIES**

- A. The Owner shall give all orders and directions contemplated under this contract relative to the execution of the work. During progress of work the Owner will be represented at the project site by the Construction Representative and/or Designer, whose responsibilities are to see that this contract is properly fulfilled.
- B. The Owner shall at all times have access to the work whenever it is in preparation or progress. The Contractors shall provide proper facilities for such access and for inspection and supervision.
- C. All materials and workmanship used in the work shall be subject to the inspection of the Designer and Construction Representative, and any work which is deemed defective shall be removed, rebuilt or made good immediately upon notice. The cost of such correction shall be borne by the Contractor. Contractor shall not be entitled to an extension of the contract completion date in order to remedy defective work. All rejected materials shall be immediately removed from the site of the work.
- D. If the Contractor fails to proceed at once with the correction of rejected defective materials or workmanship, the Owner may, by separate contract or otherwise, have the defects remedied or rejected. Materials removed from the site and charge the cost of the same against any monies which may be due the Contractor, without prejudice to any other rights or remedies of the Owner.
- E. Failure or neglect on the part of Owner to observe faulty work, or work done which is not in accordance with the drawings and specifications shall not relieve the Contractor from responsibility

for correcting such work without additional compensation.

- F. The Owner shall have the right to direct the Contractor to uncover any completed work.
  - 1. If the Contractor fails to adequately notify the Construction Representative and/or Designer of an inspection as required by the Contract Documents, the Contractor shall, upon written request, uncover the work. The Contractor shall bear all costs associated with uncovering and again covering the work exposed.
  - 2. If the Contractor is directed to uncover work, which was not otherwise required by the Contract Documents to be inspected, and the work is found to be defective in any respect, no compensation shall be allowed for this work. If, however, such work is found to meet the requirements of this contract, the actual cost of labor and material necessarily involved in the examination and replacement plus 10% shall be allowed the Contractor.
- G. The Designer shall give all orders and directions contemplated under this contract relative to the scope of the work and shall give the initial interpretation of the contract documents.
- H. The Owner may file a written notice to the Contractor to dismiss immediately any subcontractors, project managers, superintendents, foremen, workers, watchmen or other employees whom the Owner may deem incompetent, careless or a hindrance to proper or timely execution of the work. The Contractor shall comply with such notice as promptly as practicable without detriment to the work or its progress.
- I. If in the Owner's judgment it becomes necessary at any time to accelerate work, when ordered by the Owner in writing, the Contractor shall redirect resources to such work items and execute such portions of the work as may be required to complete the work within the current approved contract schedule.

### **ARTICLE 3 -- CONTRACTOR RESPONSIBILITIES**

The Contractor shall register and utilize the Owner's eBuilder digital project management system for submission of documents described in the following sections. This includes but is not limited to submittals as required by designer, payment applications, Request for Information (RFI), construction change orders, Request for Proposals (RFP), Designer Supplemental Instructions (DSI), etc.

### **ARTICLE 3.1 -- ACCEPTABLE SUBSTITUTIONS**

- A. The Contractor may request use of any article, device, product, material, fixture, form or type of construction which in the judgment of the Owner and Designer is equal in all respects to that named. Standard products of manufacturers other than those specified will be accepted when, prior to the ordering or use thereof, it is proven to the satisfaction of the Owner and Designer that they are equal in design, strength, durability, usefulness and convenience for the purpose intended.
- B. Any changes required in the details and dimensions indicated on the drawings for the substitution of products other than those specified shall be properly made at the expense of the Contractor requesting the substitution or change.
- C. The Contractor shall submit a request for such substitutions in writing to the Owner and Designer within twenty (20) working days after the date of the "Notice to Proceed." Thereafter no consideration will be given to alternate forms of accomplishing the work. This Article does not preclude the Owner from exercising the provisions of Article 4 hereof.
- D. Any request for substitution by the Contractor shall be submitted in accordance with SECTION 002113 - INSTRUCTIONS TO BIDDERS.
- E. When a material has been approved, no change in brand or make will be permitted unless:
  - 1. Written verification is received from the manufacturer stating they cannot make delivery on the date previously agreed, or
  - 2. Material delivered fails to comply with contract requirements.

### **ARTICLE 3.2 -- SUBMITTALS**

- A. The Contractor's submittals must be submitted with such promptness as to allow for review and approval so as not to cause delay in the work. The Contractor shall coordinate preparation and processing of submittals with performance of construction activities.

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

Submit four (4) copies to the Designer and additional copies as required for the subcontractors and material suppliers. Also provide copies to meet the requirements for maintenance manuals.

- B. All subcontractors' shop drawings and schedules shall be submitted by the Contractor and shall bear evidence that Contractor has received, reviewed, and approved them. Any shop drawings and

schedules submitted without this evidence will be returned to the Contractor for resubmission.

- C. The Contractor shall include with the shop drawing, a letter indicating any and all deviations from the drawings and/or specifications. Failure to notify the Designer of such deviations will be grounds for subsequent rejection of the related work or materials. If, in the opinion of the Designer, the deviations are not acceptable, the Contractor will be required to furnish the item as specified and indicated on the drawings.
- D. The Designer shall check shop drawings and schedules with reasonable promptness and approve them only if they conform to the design concept of the project and comply with the information given in the contract documents. The approval shall not relieve the Contractor from the responsibility to comply with the drawings and specifications, unless the Contractor has called the Designer's attention to the deviation, in writing, at the time of submission and the Designer has knowingly approved thereof. An approval of any such modification will be given only under the following conditions:
  - 1. It is in the best interest of the Owner
  - 2. It does not increase the contract sum and/or completion time
  - 3. It does not deviate from the design intent
  - 4. It is without prejudice to any and all rights under the surety bond.
- E. No extension of time will be granted because of the Contractor's failure to submit shop drawings and schedules in ample time to allow for review, possible resubmission, and approval. Fabrication of work shall not commence until the Contractor has received approval. The Contractor shall furnish prints of approved shop drawings and schedules to all subcontractors whose work is in any way related to the work under this contract. Only prints bearing this approval will be allowed on the site of construction
- F. The Contractor shall maintain a complete file on-site of approved shop drawings available for use by the Construction Representative.

#### **ARTICLE 3.3 – AS-BUILT DRAWINGS**

- A. The Contractor shall update a complete set of the construction drawings, shop drawings and schedules of all work monthly by marking changes, and at the completion of their work (prior to submission of request for final payment) note all changes and turn the set over to the Construction Representative. The updates shall show all addenda, all field changes that were made to adapt to field conditions, changes resulting from contract

changes or supplemental instructions, and all locations of structures, buried installations of piping, conduit, and utility services. All buried and concealed items both inside and outside shall be accurately located as to depth and referenced to permanent features such as interior or exterior wall faces and dimensions shall be given in a neat and legible manner in a contrasting colored pencil or ink. If approved by the Designer, an electronic file format may be provided.

#### **ARTICLE 3.4 – GUARANTY AND WARRANTIES**

##### **A. General Guaranty**

- 1. Neither the final certificate of payment nor any provision in the contract documents nor partial use or occupancy of the premises by the Owner shall constitute an acceptance of work not done in accordance with contract requirements.
- 2. The Contractor or surety shall remedy any defects in the work and pay for any damage to property resulting there from which shall appear within a period of one (1) year from the date of substantial completion unless a longer period is otherwise specified or a differing guaranty period has been established in the substantial completion certificate. The Owner will give notice of observed defects with reasonable promptness.
- 3. In case of default on the part of the Contractor in fulfilling this part of this contract, the Owner may correct the work or repair the damage and the cost and expense incurred in such event shall be paid by or recoverable from the Contractor or surety.
- 4. The work will be free from defects not inherent in the quality required or permitted, and that the Work will conform to the requirements of the Contract Documents. Work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective. The Contractor's guaranty excludes remedy for damage or defect caused by abuse, modifications not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. If required by the Owner, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment

##### **B. Extended Warranty**

Manufacturer's certificates of warranty shall be obtained for all major equipment. Warranty shall be obtained for at least one year. Where a longer

period is offered at no additional cost or called for in the specific equipment specifications, the longer period shall govern.

#### **ARTICLE 3.5 -- OPERATION AND MAINTENANCE MANUALS**

A. Immediately after equipment submittals are approved and no later than ten (10) working days prior to the substantial completion inspection, the Contractor shall provide to the Designer three (3) copies of operating instructions and service manuals, containing the following:

1. Start-up and Shut-down Procedures: Provide a step-by-step write up of all major equipment. When manufacturer's printed start-up, trouble shooting and shut-down procedures are available; they may be incorporated into the operating manual for reference.
2. Operating Instructions: Written operating instructions shall be included for the efficient and safe operation of all equipment.
3. Equipment List: List of all major equipment as installed shall be prepared to include model number, capacities, flow rate, name plate data, shop drawings and air and water balance reports.
4. Service Instructions: Provide the following information for all pieces of equipment.
  - a. Recommended spare parts including catalog number and name of local supplier or factory representative.
  - b. Belt sizes, types, and lengths.
  - c. Wiring diagrams.
5. Manufacturer's Certificate of Warranty as described in Article 3.4.
6. Prior to the final payment, furnish to the Designer three (4) copies of parts catalogs for each piece of equipment furnished by him/her on the project with the components identified by number for replacement ordering.

B. Submission of operating instructions shall be done in the following manner.

1. Manuals shall be in quadruplicate, and all materials shall be bound into volumes of standard 8½" x 11" hard binders. Large drawings too bulky to be folded into 8½" x 11" shall be separately bound or folded and in envelopes, cross referenced and indexed with the manuals.
2. The manuals shall identify project name, project number, and include the name and

address of the Contractor, subcontractors and manufacturers who were involved with the activity described in that particular manual.

3. Internally subdivide the binder contents with permanent page dividers, logically organized with tab titles clearly printed under reinforced laminated plastic tabs.
4. Contents: Prepare a Table of Contents for each volume, with each product or system description identified.

#### **ARTICLE 3.6 -- OTHER CONTRACTOR RESPONSIBILITIES**

- A. The Contractor shall keep on site, during progress of the work, a competent superintendent satisfactory to the Construction Representative. The superintendent shall represent the Contractor and all agreements made by the superintendent shall be binding. The superintendent shall carefully study and compare all drawings, specifications and other instructions and shall promptly notify the Construction Representative and Designer, in writing, any error, inconsistency or omission which may be discovered. The superintendent shall coordinate all work on the project. Any change of the superintendent shall be approved by the Construction Representative.
- B. Contractor shall, at all times, enforce strict discipline and good order among his employees, and shall not employ on the work any unfit person or anyone not skilled in the work assigned to him/her.
- C. The Contractor shall supply sufficient labor, material, plant and equipment and pay when due any laborer, subcontractor or supplier for supplies furnished and otherwise prosecute the work with diligence to prevent work stoppage and insure completion thereof within the time specified.
- D. The Contractor and each of his subcontractors shall submit to the Construction Representative, through the Designer such schedules of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the Owner may request concerning work performed or to be performed under this contract.
- E. The Contractor, subcontractors, and material suppliers shall upon written request, give the Owner access to all time cards, material invoices, payrolls, estimates, profit and loss statements, and all other direct or indirect costs related to this work.
- F. The Contractor shall be responsible for laying out all contract work such as layout of architectural, structural, mechanical and electrical work, which shall be coordinated with layouts of subcontractors

for general construction work. The Contractor is also responsible for unloading, uncrating and handling of all materials and equipment to be erected or placed by him/her, whether furnished by Contractor or others. No extra charges or compensation will be allowed as a result of failure to verify dimensions before ordering materials or fabricating items.

- G. The Contractor must notify the Construction Representative at least one working day before placing concrete or burying underground utilities, pipelines, etc.
- H. Contractors shall prearrange time with the Construction Representative for the interruption of any facility operation. Unless otherwise specified in these documents, all connections, alterations or relocations as well as all other portions of the work will be performed during normal working hours.
- I. The Contractor shall coordinate all work so there will not be prolonged interruptions of existing equipment operation. Any existing plumbing, heating, ventilating, air conditioning or electrical disconnections necessary for the project, which affect portions of this construction or building or any other building must be scheduled with the Construction Representative to minimize or avoid any disruption of facility operations. In no case, unless previously approved in writing by the Construction Representative, shall utilities be left disconnected at the end of a work day or over a weekend. Any interruption of utilities either intentionally or accidentally shall not relieve the Contractor responsible for the interruption from the responsibility to repair and restore the utility to normal service. Repairs and restoration shall be made before the workers responsible for the repair and restoration leave the job.
- J. Contractors shall limit operations and storage of materials to the area within the project, except as necessary to connect to existing utilities, and shall not encroach on neighboring property. The Contractor shall be responsible for repair of their damage to property on or off the project site occurring during construction of project. All such repairs shall be made to the satisfaction of the property owner.
- K. Unless otherwise permitted, all materials shall be new and both workmanship and materials shall be of the best quality.
- L. Unless otherwise provided and stipulated within these specifications, the Contractor shall furnish, construct, and/or install and pay for materials, devices, mechanisms, equipment, all necessary personnel, utilities including, but not limited to water, heat, light and electric power, transportation

services, applicable taxes of every nature, and all other facilities necessary for the proper execution and completion of the work.

- M. Contractor shall carefully examine the plans and drawings and shall be responsible for the proper fitting of his material, equipment and apparatus into the building.
- N. The Contractor or subcontractors shall not overload, or permit others to overload, any part of any structure during the performance of this contract.
- O. All temporary shoring, bracing, etc., required for the removal of existing work and/or for the installation of new work shall be included in this contract. The Contractor shall make good, at no cost to the Owner, any damage caused by improper support or failure of shoring in any respect. Each Contractor shall be responsible for shoring required to protect his work or adjacent property and improvements of Owner and shall be responsible for shoring or for giving written notice to adjacent property owners. Shoring shall be removed only after completion of permanent supports.
- P. The Contractor shall provide at the proper time such material as is required for support of the work. If openings are required, whether shown on drawings or not, the Contractor shall see that they are properly constructed.
- Q. During the performance of work the Contractor shall be responsible for providing and maintaining warning signs, lights, signal devices, barricades, guard rails, fences and other devices appropriately located on site which will give proper and understandable warning to all persons of danger of entry onto land, structure or equipment.
- R. The Contractor shall be responsible for protection, including weather protection, and proper maintenance of all equipment and materials.
- S. The Contractor shall be responsible for care of the finished work and shall protect same from damage or defacement until substantial completion by the Owner. If the work is damaged by any cause, the Contractor shall immediately begin to make repairs in accordance with the drawings and specifications. Contractor shall be liable for all damage or loss unless attributable to the acts or omissions of the Owner or Designer. Any claim for reimbursement shall be submitted in accordance with Article 4. After substantial completion the Contractor will only be responsible for damage resulting from acts or omissions of the Contractor or subcontractors through final warranty.
- T. In the event the Contractor encounters an unforeseen hazardous material, the Contractor

shall immediately stop work in the area affected and report the condition to the Owner and Designer in writing. The Contractor shall not be required, pursuant to Article 4, to perform, any work relating to hazardous materials.

- U. In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 4.
- V. Before commencing work, Contractors shall confer with the Construction Representative and facility representative and review any facility rules and regulations which may affect the conduct of the work.
- W. Project signs will only be erected on major projects and only as described in the specifications. If no sign is specified, none shall be erected.

#### **ARTICLE 3.7 -- SUBCONTRACTS**

- A. Subcontractor assignments as identified in the bid form shall not be changed without written approval of the Owner. The Owner will not approve changes of a listed subcontractor unless the Contractor documents, to the satisfaction of the Owner that the subcontractor cannot or will not perform the work as specified.
- B. The Contractor is fully responsible to the Owner for the acts and omissions of all subcontractors and of persons either directly or indirectly employed by them.
- C. Every subcontractor shall be bound by the applicable terms and provisions of these contract documents, but no contractual relationship shall exist between any subcontractor and the Owner unless the right of the Contractor to proceed with the work is suspended or this contract is terminated as herein provided, and the Owner in writing elects to assume the subcontract.
- D. The Contractor shall upon receipt of "Notice to Proceed" and prior to submission of the first payment request, notify the Designer and Construction Representative in writing of the names of any subcontractors to be used in addition to those identified in the bid form and all major material suppliers proposed for all parts of the work.

#### **ARTICLE 4 -- CHANGES IN THE WORK**

##### **4.1 CHANGES IN THE WORK**

- A. The Construction Representative, without giving notice to the surety and without invalidating this contract, may order extra work or make changes by

altering, adding to or deducting from the work, this contract sum being adjusted accordingly. All such work shall be executed under the conditions of the original contract. A claim for extension of time caused by any change must be adjusted at the time of ordering such change. No future request for time will be considered.

- B. Each Contract Change shall include all costs required to perform the work including all labor, material, equipment, overheads and profit, delay, disruptions, or other miscellaneous expenses. No subsequent requests for additional compensation including claims for delay, disruption, or reduced efficiency as a result of each change will be considered. Values from the Schedule of Values will not be binding as a basis for additions to or deductions from the contract price.
- C. The amount of any adjustment in this contract price for authorized changes shall be agreed upon before such changes become effective and shall be determined, through submission of a request for proposal, as follows:
  - 1. By an acceptable fixed price proposal from the Contractor. Breakdowns shall include all takeoff sheets of each Contractor and subcontractor. Breakdown shall include a listing of each item of material with unit prices and number of hours of labor for each task. Labor costs per hour shall be included with labor burden identified, which shall be not less than the prevailing wage rate, etc. Overhead and profit shall be shown separately for each subcontractor and the Contractor.
  - 2. By a cost-plus-fixed-fee (time and material) basis with maximum price, total cost not to exceed said maximum. Breakdown shall include a listing of each item of material with unit prices and number of hours of labor for each task. Labor costs per hour shall be included with labor burden identified, which shall be not less than the prevailing wage rate, etc. Overhead and profit shall be shown separately for each subcontractor and the Contractor.
  - 3. By unit prices contained in Contractor's original bid form and incorporated in the construction contract.
- D. Overhead and Profit on Contract Changes shall be applied as follows:

- 1. The overhead and profit charge by the Contractor and all subcontractors shall be considered to include, but is not limited to: incidental job burdens, small truck (under 1 ton) expense, mileage, small hand tools,

- warranty costs, company benefits and general office overhead. Project supervision including field supervision and job site office expense shall be considered a part of overhead and profit unless a compensable time extension is granted.
2. The percentages for overhead and profit charged on Contract Changes shall be negotiated, and may vary according to the nature, extent, and complexity of the work involved. However, the overhead and profit for the Contractor or subcontractor actually performing the work shall not exceed 14%. When one or more tiers of subcontractors are used, in no event shall any Contractor or subcontractor receive as overhead and profit more than 3% of the cost of the work performed by any of his subcontractors. In no case shall the total overhead and profit paid by the Owner on any Contract Changes exceed twenty percent (20%) of the cost of materials, labor and equipment (exclusive of Contractor or any Subcontractor overhead and profit) necessary to put the contract change work in place.
  3. The Contractor will be allowed to add the cost of bonding and insurance to their cost of work. This bonding and insurance cost shall not exceed 2% and shall be allowed on the total cost of the added work, including overhead and profit.
  4. On proposals covering both increases and decreases in the amount of this contract, the application of overhead and profit shall be on the net change in the cost of the work.
  5. The percentage for overhead and profit to be credited to the Owner on Contract Changes that are solely decreases in the quantity of work or materials shall be negotiated, and may vary according to the nature, extent and complexity of the work involved, but in no case shall be less than ten percent (10%). If the percentage for overhead and profit charged for work added by Contract Changes for this contract has been negotiated to less than 10%, the negotiated rate shall then apply to credits as well.
- E. No claim for an addition to this contract sum shall be valid unless authorized as aforesaid in writing by the Owner. In the event that none of the foregoing methods are agreed upon, the Owner may order the Contractor to perform work on a time and material basis. The cost of such work shall be determined by the Contractor's actual labor and material cost to perform the work plus overhead and profit as outlined herein. The

Designer and Construction Representative shall approve the Contractor's daily time and material invoices for the work involved.

- F. If the Contractor claims that any instructions involve extra cost under this contract, the Contractor shall give the Owner's Representative written notice thereof within a reasonable time after the receipt of such instructions, and in any event before proceeding to execute the work. No such claim shall be valid unless so made and authorized by the Owner, in writing.
- G. In an emergency affecting the safety of life or of the structure or of adjoining property, the Contractor, without special instruction or authorization from the Construction Representative, is hereby permitted to act at their discretion to prevent such threatened loss or injury. The Contractor shall submit a claim for compensation for such emergency work in writing to the Owner's Representative.

#### **ARTICLE 4.2 – CHANGES IN COMPLETION TIME**

- A. Extension of the number of work days stipulated in the Contract for completion of the work with compensation may be made when:
  1. The contractor documents that proposed Changes in the work, as provided in Article 4.1, extends construction activities critical to contract completion date, OR
  2. The Owner suspends all work for convenience of the Owner as provided in Article 7.3, OR
  3. An Owner caused delay extends construction activities critical to contract completion (except as provided elsewhere in these General Conditions). The Contractor is to review the work activities yet to begin and evaluate the possibility of rescheduling the work to minimize the overall project delay.
- B. Extension of the number of work days stipulated in the Contract for completion of the work without compensation may be made when:
  1. Weather-related delays occur, subject to provisions for the inclusion of a specified number of "bad weather" days when provided for in Section 012100-Allowances, OR
  2. Labor strikes or acts of God occur, OR
  3. The work of the Contractor is delayed on account of conditions which were beyond the control of the Contractor, subcontractors or suppliers, and were not the result of their fault or negligence.
- C. No time extension or compensation will be provided for delays caused by or within the control



of the Contractor, subcontractors or suppliers and for concurrent delays caused by the Owner.

- D. The Contractor shall notify the Owner promptly of any occurrence or conditions which in the Contractor's opinion results in a need for an extension of time. The notice shall be in writing and shall include all necessary supporting materials with details of any resultant costs and be submitted in time to permit full investigation and evaluation of the Contractor's claim. The Owner shall promptly acknowledge the Contractor's notice and, after recommendation from the Owner's Representative and/or Designer, shall provide a decision to the Contractor. Failure on the part of the Contractor to provide such notice and to detail the costs shall constitute a waiver by the Contractor of any claim. Requests for extensions of time shall be for working days only.

## **ARTICLE 5 - CONSTRUCTION AND COMPLETION**

### **ARTICLE 5.1 – CONSTRUCTION COMMENCEMENT**

- A. Upon receipt of the "Intent to Award" letter, the Contractor must submit the following properly executed instruments to the Owner:

1. Contract;
2. Performance/payment bond as described in Article 6.1;
3. Certificates of Insurance, or the actual policies themselves, showing that the Contractor has obtained the insurance coverage required by Article 6.2.
4. Written Affirmative Action Plans as required in Article 1.4.

Above referenced items must be received by the Owner within ten (10) working days after the effective date of the contract. If not received, the Owner may treat the failure to timely submit them as a refusal by the Contractor to accept a contract for this work and may retain as liquidated damages the Contractor's bid bond, cashier's check or certified check as provided in the Instructions to Bidders. Upon receipt the Owner will issue a "Notice to Proceed" with the work to the Contractor.

- B. Within the time frame noted in Section 013200 - Schedules, following receipt of the "Notice to Proceed", the Contractor shall submit to the Owner a progress schedule and schedule of values, showing activities through the end of the contract period. Should the Contractor not receive written notification from the Owner of the disapproval of the schedule of values within fifteen (15) working

days, the Contractor may consider it approved for purpose of determining when the first monthly Application and Certification for Payment may be submitted.

- C. The Contractor may commence work upon receipt of the Division of Facilities Management, Design and Construction's "Notice to Proceed" letter. Contractor shall prosecute the work with faithfulness and energy, and shall complete the entire work on or before the completion time stated in the contract documents or pay to the Owner the damages resulting from the failure to timely complete the work as set out within Article 5.4.

## **ARTICLE 5.2 -- PROJECT CONSTRUCTION**

- A. Each Contractor shall submit for the Owner's approval, in reproducible form, a progress schedule showing the rate of progress and the order of the work proposed to carry on various phases of the project. The schedule shall be in conformance with the requirements outlined in Section 013200 – Schedules.
- B. Contractor shall employ and supply a sufficient force of workers, material, and equipment and shall pay when due, any worker, subcontractor or supplier and otherwise prosecute the work with such diligence so as to maintain the rate of progress indicated on the progress schedule, prevent work stoppage, and insure completion of the project within the time specified.

## **ARTICLE 5.3 -- PROJECT COMPLETION**

- A. Substantial Completion. A Project is substantially complete when construction is essentially complete and work items remaining to be completed can be done without interfering with the Owner's ability to use the Project for its intended purpose.

1. Once the Contractor has reached what they believe is Substantial Completion, the Contractor shall notify the Designer and the Construction Representative of the following:
  - a. That work is essentially complete with the exception of certain listed work items. The list shall be referred to as the "Contractor's Punch."
  - b. That all Operation and Maintenance Manuals have been assembled and submitted in accordance with Article 3.5A.
  - c. That the Work is ready for inspection by the Designer and Construction Representative. The Owner shall be entitled to a minimum of ten working

days notice before the inspection shall be performed.

2. If the work is acceptable, the Owner shall issue a Certificate of Substantial Completion, which shall set forth the responsibilities of the Owner and the Contractor for utilities, security, maintenance, damage to the work and risk of loss. The Certificate shall also identify those remaining items of work to be performed by the Contractor. All such work items shall be complete within 30 working days of the date of the Certificate, unless the Certificate specifies a different time. If the Contractor shall be required to perform tests that must be delayed due to climatic conditions, it is understood that such tests and affected equipment will be identified on the Certificate and shall be accomplished by the Contractor at the earliest possible date. Performance of the tests may not be required before Substantial Completion can be issued. The date of the issuance of the Certificate of Substantial Completion shall determine whether or not the work was completed within the contract time and whether or not Liquidated Damages are due.
  3. If the work is not acceptable, and the Owner does not issue a Certificate of Substantial Completion, the Owner shall be entitled to charge the Contractor with the Designer's and Owner's costs of re-inspection, including time and travel.
- B. Partial Occupancy. Contractor agrees that the Owner shall be permitted to occupy and use any completed or partially completed portions of the Project, when such occupancy and use is in the Owner's best interest. Owner shall notify Contractor of its desire and intention to take Partial Occupancy as soon as possible but at least ten (10) working days before the Owner intends to occupy. If the Contractor believes that the portion of the work the Owner intends to occupy is not ready for occupancy, the Contractor shall notify the Owner immediately. The Designer shall inspect the work in accordance with the procedures above. If the Contractor claims increased cost of the project or delay in completion as a result of the occupancy, he shall notify the Owner immediately but in all cases before occupancy occurs.
- C. Final Completion. The Project is finally complete when the Certificate of Substantial Completion has been issued and all work items identified therein as incomplete have been completed, and when all administrative items required by the contract have been completed. Final Completion entitles the Contractor to payment of the outstanding balance of the contract amount including all change orders

and retainage. Within five (5) working days of the date of the Certificate of Substantial Completion, the Contractor shall identify the cost to complete any outstanding items of work. The Designer shall review the Contractor's estimate and either approve it or provide an independent estimate for all such items. If the Contractor fails to complete the remaining items within the time specified in the Certificate, the Owner may terminate the contract and go to the surety for project completion in accordance with Article 7.2 or release the contract balance to the Contractor less 150% of the approved estimate to complete the outstanding items. Upon completion of the outstanding items, when a final cost has been established, any monies remaining shall be paid to the Contractor. Failure to complete items of work does not relieve the Contractor from the obligation to complete the administrative requirements of the contract, such as the provisions of Article 5.3 FAILURE TO COMPLETE ALL ITEMS OF WORK UNDER THE CONTRACT SHALL BE CONSIDERED A DEFAULT AND BE GROUNDS FOR CONTRACT TERMINATION AND DEBARMENT.

- D. Liquidated Damages. Contractor agrees that the Owner may deduct from the contract price and retain as liquidated damages, and not as penalty or forfeiture, the sum stipulated in this contract for each work day after the Contract Completion Day on which work is not Substantially Complete. Assessment of Liquidated Damages shall not relieve the Contractor or the surety of any responsibility or obligation under the Contract. In addition, the Owner may, without prejudice to any other rights, claims, or remedies the Owner may have including the right to Liquidated Damages, charge the Contractor for all additional expenses incurred by the Owner and/or Designer as the result of the extended contract period through Final Completion. Additional Expenses shall include but not be limited to the costs of additional inspections.
- E. Early Completion. The Contractor has the right to finish the work before the contract completion date; however, the Owner assumes no liability for any hindrances to the Contractor unless Owner caused delays result in a time extension to the contract completion date. The Contractor shall not be entitled to any claims for lost efficiencies or for delay if a Certificate of Substantial Completion is given on or before the Contract Completion Date.

#### **ARTICLE 5.4 -- PAYMENT TO CONTRACTOR**

- A. Payments on account of this contract will be made monthly in proportion to the work which has been completed. Request for payment must be submitted on the Owner's forms. No other pay request will

be processed. Supporting breakdowns must be in the same format as Owner's forms and must provide the same level of detail. The Designer will, within 5 working days from receipt of the contractor's request for payment either issue a Certificate for Payment to the Owner, for such amount as the Designer determines is properly due, or notify the Contractor in writing of reasons for withholding a Certificate. The Owner shall make payment within 30 calendar days after the "Application and Certification for Payment" has been received and certified by the Designer. The following items are to be attached to the contractor's pay request:

1. Updated construction schedule
  2. Certified payrolls consisting of name, occupation and craft, number of hours worked and actual wages paid for each individual employee, of the Contractor and all subcontractors working on the project
- B. The Owner shall retain 5 percent of the amount of each such payment application, except as allowed by Article 5.4, until final completion and acceptance of all work covered by this contract.
- C. Each payment made to Contractor shall be on account of the total amount payable to Contractor and all material and work covered by paid partial payment shall thereupon become the sole property of Owner. This provision shall not be construed as relieving Contractor from sole responsibility for care and protection of materials and work upon which payments have been made or restoration of any damaged work or as a waiver of the right of Owner to require fulfillment of all terms of this contract.
- D. Materials delivered to the work site and not incorporated in the work will be allowed in the Application and Certification for Payment on the basis of one hundred (100%) percent of value, subject to the 5% retainage providing that they are suitably stored on the site or in an approved warehouse in accordance with the following requirements:
1. Material has previously been approved through submittal and acceptance of shop drawings conforming to requirements of Article 3.2 of General Conditions.
  2. Delivery is made in accordance with the time frame on the approved schedule.
  3. Materials, equipment, etc., are properly stored and protected from damage and deterioration and remain so - if not, previously approved amounts will be deleted from subsequent pay applications.

4. The payment request is accompanied by a breakdown identifying the material equipment, etc. in sufficient detail to establish quantity and value.
- E. The Contractor shall be allowed to include in the Application and Certification for Payment, one hundred (100%) of the value, subject to retainage, of major equipment and material stored off the site if all of the following conditions are met:
1. The request for consideration of payment for materials stored off site is made at least 15 working days prior to submittal of the Application for Payment including such material. Only materials inspected will be considered for inclusion on Application for Payment requests.
  2. Materials stored in one location off site are valued in excess of \$25,000.
  3. That a Certificate of Insurance is provided indicating adequate protection from loss, theft conversion or damage for materials stored off site. This Certificate shall show the State of Missouri as an additional insured for this loss.
  4. The materials are stored in a facility approved and inspected, by the Construction Representative.
  5. Contractor shall be responsible for, Owner costs to inspect out of state facilities, and any delays in the completion of the work caused by damage to the material or for any other failure of the Contractor to have access to this material for the execution of the work.
- F. The Owner shall determine the amount, quality and acceptability of the work and materials which are to be paid for under this contract. In the event any questions shall arise between the parties, relative to this contract or specifications, determination or decision of the Owner or the Construction Representative and the Designer shall be a condition precedent to the right of the Contractor to receive any money or payment for work under this contract affected in any manner or to any extent by such question.
- G. Payments Withheld: The Owner may withhold or nullify in whole or part any certificate to such extent as may be necessary to protect the Owner from loss on account of:
1. Defective work not remedied. When a notice of noncompliance is issued on an item or items, corrective action shall be undertaken immediately. Until corrective action is completed, no monies will be paid and no additional time will be allowed for the item or

items. The cost of corrective action(s) shall be borne by the Contractor.

2. A reasonable doubt that this contract can be completed for the unpaid balance.
3. Failure of the Contractor to update as-built drawings monthly for review by the Construction Representative.
4. Failure of the Contractor to update the construction schedule.

When the Construction Representative is satisfied the Contractor has remedied above deficiencies, payment shall be released.

H. Final Payment: Upon receipt of written notice from the Contractor to the Designer and Project Representative that the work is ready for final inspection and acceptance, the Designer and Project Representative, with the Contractor, shall promptly make such inspection. If the work is acceptable and the contract fully performed, the Construction Representative shall complete a final acceptance report and the Contractor will be directed to submit a final Application and Certification for Payment. If the Owner approves the same, the entire balance shall be due and payable, with the exception of deductions as provided for under Article 5.4.

1. Where the specifications provide for the performance by the Contractor of (certain tests for the purpose of balancing and checking the air conditioning and heating equipment and the Contractor shall have furnished and installed all such equipment in accordance with the specifications, but said test cannot then be made because of climatic conditions, such test shall may be considered as required under the provisions of the specifications, Section 013300 and this contract may be substantial Full payment will not be made until the tests have been made and the equipment and system is finally accepted. If the tests are not completed when scheduled, the Owner may deduct 150% of the value of the tests from the final payment.
2. The final payment shall not become due until the Contractor delivers to the Construction Representative:
  - a) A complete file of releases, on the standard form included in the contract documents as "Final Receipt of Payment and Release Form", from subcontractors and material suppliers evidencing payment in full for services, equipment and materials, as the case may require, if the Owner approves, or a consent from

the Surety to final payment accepting liability for any unpaid amounts.

- b) An Affidavit of Compliance with Prevailing Wage Law, in the form as included in this contract specifications, properly executed by each subcontractor, and the Contractor
  - c) Certified copies of all payrolls
  - d) As-built drawings
3. If any claim remains unsatisfied after all payments are made, the Contractor shall refund to the Owner all monies that the latter may be compelled to pay in discharging such a claim including all costs and a reasonable attorney's fee.
  4. Missouri statute requires prompt payment from the Owner to the Contractor within thirty calendar days and from the Contractor to his subcontractors within fifteen calendar days. Failure to make payments within the required time frame entitles the receiving party to charge interest at the rate of one and one half percent per month calculated from the expiration of the statutory time period until paid.
  5. The value of all unused unit price allowances and/or 150% of the value of the outstanding work items, and/or liquidated damages may be deducted from the final pay request without executing a Contract Change. Any unit price items which exceed the number of units in the contract may be added by Contract Change.

## ARTICLE 6 -- INSURANCE AND BONDS

### ARTICLE 6.1 -- BOND

- A. Contractor shall furnish a performance/payment bond in an amount equal to 100% of the contract price to guarantee faithful performance of the contract and 100% of the contract price to guarantee the payment of all persons performing labor on the project and furnishing materials in connection therewith under this contract as set forth in the standard form of performance and payment bond included in the contract documents. The surety on such bond shall be issued by a surety company authorized by the Missouri Department of Insurance to do business in the state of Missouri.
- B. All Performance/Payment Bonds furnished in response to this provision shall be provided by a bonding company with a rating of B+ or higher as established by A.M. Best Company, Inc. in their most recent publication.

## ARTICLE 6.2 – INSURANCE

A. The successful Contractor shall procure and maintain for the duration of the contract issued a policy or policies of insurance for the protection of both the Contractor and the Owner and their respective officers, officials, agents, consultants and employees. The Owner requires certification of insurance coverage from the Contractor prior to commencing work.

### B. Minimum Scope and Extent of Coverage

#### 1. General Liability

Commercial General Liability, ISO coverage form number or equivalent CG 00 01 ("occurrence" basis), or I-SO coverage form number CG 00 02, or ISO equivalent.

If ISO equivalent or manuscript general liability coverage forms are used, minimum coverage will be as follows: Premises/Operations; Independent Contractors; Products/Completed Operations; personal injury; Broad Form Property Damage including Completed Operations; Broad Form Contractual Liability Coverage to include Contractor's obligations under Article 1.11 Indemnification and any other Special Hazards required by the work of the contract.

#### 2. Automobile Liability

Business Automobile Liability Insurance, ISO Coverage form number or equivalent CA 00 01 covering automobile liability, code 1 "ANY AUTO".

#### 3. Workers' Compensation and Employer's Liability

Statutory Workers' Compensation Insurance for Missouri and standard Employer's Liability Insurance, or the authorization to self-insure for such liability from the Missouri Division of Workers' Compensation.

#### 4. Builder's Risk or Installation Floater Insurance

Insurance upon the work and all materials, equipment, supplies, temporary structures and similar items which may be incident to the performance of the work and located at or adjacent to the site, against loss or damage from fire and such other casualties as are included in extended coverage in broad "All Risk" form, including coverage for Flood and Earthquake, in an amount not less than the replacement cost of the work or this contract price, whichever is greater, with loss payable to Contractor and Owner as their respective interests may appear.

Contractor shall maintain sufficient insurance to cover the full value of the work and materials as the work progresses, and shall furnish Owner copies of all endorsements. If Builder's Risk Reporting- Form of Endorsement is used, Contractor shall make all reports as required therein so as to keep in force an amount of insurance which will equal the replacement cost of the work, materials, equipment, supplies, temporary structures, and other property covered thereby; and if, as a result of Contractor's failure to make any such report, the amount of insurance so recoverable shall be less than such replacement cost, Contractor's interest in the proceeds of such insurance, if any, shall be subordinated to Owner's interest to the end that Owner may receive full reimbursement for its loss.

### C. Minimum Limits of Insurance

#### 1. General Liability

Contractor

|             |  |
|-------------|--|
| \$2,000,000 | combined single limit per occurrence for bodily injury, personal injury, and property damage |
|-------------|--|

|             |                  |
|-------------|------------------|
| \$2,000,000 | annual aggregate |
|-------------|------------------|

#### 2. Automobile Liability

|             |  |
|-------------|--|
| \$2,000,000 | combined single limit per occurrence for bodily injury and property damage |
|-------------|--|

#### 3. Workers' Compensation and Employers Liability

Workers' Compensation limits as required by applicable State Statutes (generally unlimited) and minimum of \$1,000,000 limit per accident for Employer's Liability.

General Liability and Automobile Liability insurance may be arranged under individual policies for the full limits required or by a combination of underlying policies with the balance provided by a form-following Excess or Umbrella Liability policy.

### D. Deductibles and Self-Insured Retentions

All deductibles, co-payment clauses, and self-insured retentions must be declared to and approved by the Owner. The Owner reserves the right to request the reduction or elimination of unacceptable deductibles or self-insured retentions, as they would apply to the Owner, and their respective officers, officials, agents, consultants and employees. Alternatively, the Owner may request Contractor to procure a bond guaranteeing

payment of losses and related investigations, claims administration, and defense expenses.

E. Other Insurance Provisions and Requirements

The respective insurance policies and coverage, as specified below, must contain, or be endorsed to contain the following conditions or provisions:

1. General Liability

The Owner, and its respective commissioners, officers, officials, agents, consultants and employees shall be endorsed as additional insured's by ISO form CG 20 26 Additional Insured - Designated Person or Organization. As additional insured's, they shall be covered as to work performed by or on behalf of the Contractor or as to liability which arises out of Contractor's activities or resulting from the performance of services or the delivery of goods called for by the Contract.

Contractor's insurance coverage shall be primary with respect to all additional insured's. Insurance of self-insurance programs maintained by the designated additional -insured's shall be excess of the Contractor's insurance and shall not contribute with it.

Additionally, the Contractor and Contractor's general liability insurer shall agree to waive all rights of subrogation against the Owner and any of their respective officers, officials, agents, consultants or employees for claims, losses, or expenses which arise out of Contractor's activities or result from the performance of services or the delivery of goods called for by the Contract.

Contractor's failure to comply with the terms and conditions of these insurance policies shall not affect or abridge coverage for the Owner, or for any of their officers, officials, agents, consultants or employees.

2. Automobile Insurance

The Owner, and their respective officers, officials, agents, consultants and employees shall be endorsed as additional insured's by ISO form CG 20 26 - Additional Insured Designated Person or Organization. As additional insured's, they shall be covered as to work performed by or on behalf of the Contractor or as to liability which arises out of Contractor's activities or resulting from the performance of services or the delivery of goods called for by the Contract.

Contractor's insurance coverage shall be primary with respect to all additional insured's. Insurance or self-insurance

programs maintained by the designated additional insured's shall be in excess of the Contractor's insurance and shall not contribute with it.

Additionally, the Contractor and Contractor's automobile insurer shall agree to waive all rights of subrogation against the Owner and any of their respective officers, officials, agents, consultants or employees for claims, losses, or expenses which arise out of Contractor's activities or result from the performance of services or the delivery of goods called for by the Contract.

Contractor's failure to comply with the terms and conditions of these insurance policies shall not affect or abridge coverage for the Owner or for any of its officers, officials, agents, consultants or employees.

3. Workers' Compensation/Employer's Liability

Contractor's workers' compensation insurance shall be endorsed with NCCI form WC 00 03 01 A - Alternative Employer Endorsement. The Alternative Employer Endorsement shall designate the Owner as "alternate employers."

4. All Coverages

Each insurance policy required by this section of the Contract shall contain a stipulation, endorsed if necessary, that the Owner will receive a minimum of a thirty (30) calendar day advance notice of any policy cancellation. Ten (10) calendar days advance notice is required for policy cancellation due to non-payment of premium.

F. Insurer Qualifications and Acceptability

Insurance required hereunder shall be issued by an A.M. Best, "B+" rated, Class IX insurance company approved to conduct insurance business in the state of Missouri.

G. Verification of Insurance Coverage

Prior to Owner issuing a Notice to Proceed, the Contractor shall furnish the Owner with Certificate(s) of Insurance and with any applicable original endorsements evidencing the required insurance coverage. The insurance certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements received by the Owner are subject to review and approval by the Owner. The Owner reserves the right to require certified copies of all required policies at any time. If the scope of this contract will exceed one (1) year - or, if any of Contractor's applicable insurance coverage expires prior to completion of the work or services required under this contract -

the Contractor will provide a renewal or replacement certificate before continuing work or services hereunder. If the Contractor fails to provide documentation of required insurance coverage, the Owner may issue a stop work order and no additional contract completion time and/or compensation shall be granted as a result thereof.

## **ARTICLE 7 – SUSPENSION OR TERMINATION OF CONTRACT**

### **ARTICLE 7.1 - FOR SITE CONDITIONS**

When conditions at the site of the proposed work are considered by the Owner to be unsatisfactory for prosecution of the work, the Contractor may be ordered in writing to suspend the work or any part thereof until reasonable conditions exist. When such suspension is not due to fault or negligence of the Contractor, time allowed for completion of such suspended work will be extended by a period of time equal to that lost due to delay occasioned by ordered suspension. This will be a no cost time extension.

### **ARTICLE 7.2 - FOR CAUSE**

#### **A. Termination or Suspension for Cause:**

1. If the Contractor shall file for bankruptcy, or should make a general assignment for the benefit of the creditors, or if a receiver should be appointed on account of insolvency, or if the contractor should persistently or repeatedly refuse or fail to supply enough properly skilled workers or proper materials, or if the contractor should fail to make prompt payment to subcontractors or for material or labor, or persistently disregard laws, ordinances or the instructions of the Owner, or otherwise be guilty of a substantial violation of any provision of this contract, then the Owner may serve notice on the Contractor and the surety setting forth the violations and demanding compliance with this contract. Unless within ten (10) consecutive calendar days after serving such notice, such violations shall cease and satisfactory arrangements for correction be made, the Owner may suspend the Contractor's right to proceed with the work or terminate this contract.
2. In the event the Owner suspends Contractor's right to proceed with the work or terminates the contract, the Owner may demand that the Contractor's surety take over and complete the work on this contract, after the surety submits a written proposal to the Owner and receives written approval and upon the surety's failure or refusal to do so within ten (10) consecutive

calendar days after demand therefore, the Owner may take over the work and prosecute the same to completion by bid or negotiated contract, or the Owner may elect to take possession of and utilize in completing the work such materials, supplies, appliances and plant as may be on the site of the work, and all subcontractors, if the Owner elects, shall be bound to perform their contracts.

- B. The Contractor and its surety shall be and remain liable to the Owner for any excess cost or damages occasioned to the Owner as a result of the actions above set forth.
- C. The Contractor in the event of such suspension or termination shall not be entitled to receive any further payments under this contract until the work is wholly finished. Then if the unpaid balance under this contract shall exceed all expenses of the Owner as certified by the Director, such excess shall be paid to the Contractor; but, if such expenses shall exceed the unpaid balance as certified by the Director, the Contractor and their surety shall be liable for and shall pay the difference and any damages to the Owner.
- D. In exercising Owner's right to secure completion of the work under any of the provisions hereof, the Director shall have the right to exercise Owner's sole discretion as to the manner, methods and reasonableness of costs of completing the work.
- E. The rights of the Owner to suspend or terminate as herein provided shall be cumulative and not exclusive and shall be in addition to any other remedy provided by law.
- F. The Contractor in the event of such suspension or termination may be declared ineligible for Owner contracts for a minimal period of twelve (12) months. Further, no contract will be awarded to any Contractor who lists in their bid form any subcontractor whose prior performance has contributed, as determined by the Owner, to a breach of a contract. In order to be considered for state-awarded contracts after this period, the Contractor/subcontractor will be required to forward acceptance reports to the Owner regarding successful completion of non-state projects during the intervening twelve (12) months from the date of default. No contracts will be awarded to a subcontractor/Contractor until the ability to perform responsibly in the private sector has been proven to the Owner.

### **ARTICLE 7.3 -- FOR CONVENIENCE**

- A. The Owner may terminate or suspend the Contract or any portion of the Work without cause at any time, and at the Owner's convenience. Notification of a termination or suspension shall be in writing

and shall be given to the Contractor and their surety. If the Contract is suspended, the notice will contain the anticipated duration of the suspension or the conditions under which work will be permitted to resume. If appropriate, the Contractor will be requested to demobilize and re-mobilize and will be reimbursed time and costs associated with the suspension.

B. Upon receipt of notification, the Contractor shall:

1. Cease operations when directed.
2. Take actions to protect the work and any stored materials.
3. Place no further subcontracts or orders for material, supplies, services or facilities except as may be necessary to complete the portion of the Contract that has not been terminated. No claim for payment of materials or supplies ordered after the termination date shall be considered.
4. Terminate all existing subcontracts, rentals, material, and equipment orders.

5. Settle all outstanding liabilities arising from termination with subcontractors and suppliers.

6. Transfer title and deliver to the Owner, work in progress, completed work, supplies and other material produced or acquire for the work terminated, and completed or partially completed plans, drawings information and other property that, if the Contract had been completed, would be required to be furnished to the Owner.

C. For termination without cause and at the Owner's convenience, in addition to payment for work completed prior to date of termination, the Contractor may be entitled to payment of other documented costs directly associated with the early termination of the contract. Payment for anticipated profit and unapplied overhead will not be allowed.



## **SECTION 007300 - SUPPLEMENTARY CONDITIONS**

### **1.0 GENERAL:**

- A. These Supplementary General Conditions clarify, add, delete, or otherwise modify standard terms and conditions of DIVISION 0, BIDDING AND CONTRACTING REQUIREMENTS.

### **2.0 CONTACTS:**

Designer: Drew Flanakin  
Bernhard TME  
622 Emerson Road, Suite 250  
St. Louis, MO 63141  
Telephone: 314-727-8760  
Email: [DFlanakin@bernhard.com](mailto:DFlanakin@bernhard.com)

Construction Representative: Kevin Hultberg  
Division of Facilities Management, Design and Construction  
10325 Business 21 North  
Hillsboro, MO 63050  
Telephone: 636-524-8528  
Email: [kevin.hultberg@oa.mo.gov](mailto:kevin.hultberg@oa.mo.gov)

Project Manager: Glenn Smith  
Division of Facilities Management, Design and Construction  
301 West High Street, Room 730  
Jefferson City, Missouri 65101  
Telephone: 573-751-1367  
Email: [Glenn.Smith@oa.mo.gov](mailto:Glenn.Smith@oa.mo.gov)

Contract Specialist: Paul Girouard  
Division of Facilities Management, Design and Construction  
301 West High Street, Room 730  
Jefferson City, Missouri 65101  
Telephone: (573) 751-4797  
Email: [paul.girouard@oa.mo.gov](mailto:paul.girouard@oa.mo.gov)

### **3.0 NOTICE: ALL BID MATERIALS ARE DUE AT THE TIME OF BID SUBMITTAL. THERE IS NO SECOND SUBMITTAL FOR THIS PROJECT.**

### **4.0 FURNISHING CONSTRUCTION DOCUMENTS:**

- A. The Owner will furnish the Contractor with approximately 5 complete sets of drawings and specifications at no charge.
- B. The Owner will furnish the Contractor with approximately 5 sets of explanatory or change drawings at no charge.
- C. The Contractor may make copies of the documents as needed with no additional cost to the Owner.

### **5.0 SAFETY REQUIREMENTS**

Contractor and subcontractors at any tier shall comply with RSMo 292.675 and Article 1.3, E, of Section 007213, General Conditions.

### **6.0 LEAD AND ASBESTOS CERTIFICATION REQUIREMENTS:**

From SECTION 007213 – GENERAL CONDITIONS, Article 5.4.H.2, ADD receipt of Certification from Contractor meeting the requirements set forth in SECTION 013513.16 – SITE SECURITY AND HEALTH REQUIREMENTS, 3.4., NO ASBESTOS AND NO LEAD CERTIFICATION.

# Missouri

## Division of Labor Standards

### WAGE AND HOUR SECTION



MICHAEL L. PARSON, Governor

## Annual Wage Order No. 29

Section 104  
**SCOTT COUNTY**

In accordance with Section 290.262 RSMo 2000, within thirty (30) days after a certified copy of this Annual Wage Order has been filed with the Secretary of State as indicated below, any person who may be affected by this Annual Wage Order may object by filing an objection in triplicate with the Labor and Industrial Relations Commission, P.O. Box 599, Jefferson City, MO 65102-0599. Such objections must set forth in writing the specific grounds of objection. Each objection shall certify that a copy has been furnished to the Division of Labor Standards, P.O. Box 449, Jefferson City, MO 65102-0449 pursuant to 8 CSR 20-5.010(1). A certified copy of the Annual Wage Order has been filed with the Secretary of State of Missouri.

Original Signed by \_\_\_\_\_

Todd Smith, Director  
Division of Labor Standards

Filed With Secretary of State: \_\_\_\_\_ **March 10, 2022**

Last Date Objections May Be Filed: **April 11, 2022**

Prepared by Missouri Department of Labor and Industrial Relations

| OCCUPATIONAL TITLE           | **Prevailing<br>Hourly<br>Rate |
|------------------------------|--------------------------------|
| Asbestos Worker              | \$43.43                        |
| Boilermaker                  | \$24.88*                       |
| Bricklayer                   | \$45.46                        |
| Carpenter                    | \$47.85                        |
| Lather                       |                                |
| Linoleum Layer               |                                |
| Millwright                   |                                |
| Pile Driver                  |                                |
| Cement Mason                 | \$47.94                        |
| Plasterer                    |                                |
| Communications Technician    | \$24.88*                       |
| Electrician (Inside Wireman) | \$24.88*                       |
| Electrician Outside Lineman  | \$24.88*                       |
| Lineman Operator             |                                |
| Lineman - Tree Trimmer       |                                |
| Groundman                    |                                |
| Groundman - Tree Trimmer     |                                |
| Elevator Constructor         | \$24.88*                       |
| Glazier                      | \$24.88*                       |
| Ironworker                   | \$24.88*                       |
| Laborer                      | \$39.94                        |
| General Laborer              |                                |
| First Semi-Skilled           |                                |
| Second Semi-Skilled          |                                |
| Mason                        | \$24.88*                       |
| Marble Mason                 |                                |
| Marble Finisher              |                                |
| Terrazzo Worker              |                                |
| Terrazzo Finisher            |                                |
| Tile Setter                  |                                |
| Tile Finisher                |                                |
| Operating Engineer           | \$62.07                        |
| Group I                      |                                |
| Group II                     |                                |
| Group III                    |                                |
| Group III-A                  |                                |
| Group IV                     |                                |
| Group V                      |                                |
| Painter                      | \$24.88*                       |
| Plumber                      | \$64.62                        |
| Pipe Fitter                  |                                |
| Roofer                       | \$24.88*                       |
| Sheet Metal Worker           | \$69.91                        |
| Sprinkler Fitter             | \$24.88*                       |
| Truck Driver                 | \$24.88*                       |
| Truck Control Service Driver |                                |
| Group I                      |                                |
| Group II                     |                                |
| Group III                    |                                |
| Group IV                     |                                |

\*The Division of Labor Standards received fewer than 1,000 reportable hours for this occupational title. The public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center.

\*\*The Prevailing Hourly Rate includes any applicable fringe benefit amounts for each occupational title as defined in Section 290.210 RSMo.

Heavy Construction Rates for  
SCOTT County

Section 104

| OCCUPATIONAL TITLE            | **Prevailing<br>Hourly<br>Rate |
|-------------------------------|--------------------------------|
| Carpenter                     | \$24.88*                       |
| Millwright                    |                                |
| Pile Driver                   |                                |
| Electrician (Outside Lineman) | \$24.88*                       |
| Lineman Operator              |                                |
| Lineman - Tree Trimmer        |                                |
| Groundman                     |                                |
| Groundman - Tree Trimmer      |                                |
| Laborer                       | \$46.79                        |
| General Laborer               |                                |
| Skilled Laborer               |                                |
| Operating Engineer            | \$58.57                        |
| Group I                       |                                |
| Group II                      |                                |
| Group III                     |                                |
| Group IV                      |                                |
| Truck Driver                  | \$24.88*                       |
| Truck Control Service Driver  |                                |
| Group I                       |                                |
| Group II                      |                                |
| Group III                     |                                |
| Group IV                      |                                |

Use Heavy Construction Rates on Highway and Heavy construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(3).

Use Building Construction Rates on Building construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(2).

If a worker is performing work on a heavy construction project within an occupational title that is not listed on the Heavy Construction Rate Sheet, use the rate for that occupational title as shown on the Building Construction Rate Sheet.

\*The Division of Labor Standards received fewer than 1,000 reportable hours for this occupational title. The public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center.

\*\*The Prevailing Hourly Rate includes any applicable fringe benefit amounts for each occupational title as defined in Section 290.210 RSMo.

# OVERTIME and HOLIDAYS

## OVERTIME

For all work performed on a Sunday or a holiday, not less than twice (2x) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work.

For all overtime work performed, not less than one and one-half (1½) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work or contractual obligation. For purposes of this subdivision, **"overtime work"** shall include work that exceeds ten hours in one day and work in excess of forty hours in one calendar week; and

A thirty-minute lunch period on each calendar day shall be allowed for each worker on a public works project, provided that such time shall not be considered as time worked.

## HOLIDAYS

January first;  
The last Monday in May;  
July fourth;  
The first Monday in September;  
November eleventh;  
The fourth Thursday in November; and  
December twenty-fifth;

If any holiday falls on a Sunday, the following Monday shall be considered a holiday.

## SECTION 011000 – SUMMARY OF WORK

### 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 WORK COVERED BY CONTRACT DOCUMENTS

A. The Project consists of the replacement of select HVAC systems in the building.

1. Project Location: New Dawn State School 710 Glenn Drive Sikeston, MO 63801
2. Owner: Department of Elementary and Secondary Education, Office of Administration, Division of Facilities Management, Design and Construction, Harry S Truman State Office Building, Post Office Box 809, 301 West High Street, Jefferson City, Missouri 65102.

B. Contract Documents, dated August 19, 2022 were prepared for the Project by Bernhard TME 622 Emerson Road Suite 250, St. Louis, MO 63141, 314-727-8760

1. Engineer's Representative Drew Flanakin 622 Emerson Road, Suite 250, St. Louis, MO 63141, 314-727-8760

C. The Work consists the replacement of select HVAC systems in the building.

1. The Work includes, but is not limited to:
  - a) Removing multiple Roof Top Units (RTUs), including associated exhaust fans, ductwork, electrical, and controls.
  - b) Providing multiple RTUs including associated support steel, exhaust fans, ductwork, electrical, fire alarm modifications, and controls.
  - c) Providing Electrical work associated with the HVAC work.
  - d) Providing a Building Automation System to control and monitor the equipment.

D. The Work will be constructed under a single prime contract.

#### 1.3 WORK SEQUENCE

- A. The Work will be conducted under one contract.
- B. The Work shall be sequenced to minimize impact on normal facility operations. Any premium time necessary to accomplish the work shall be included in the Contractor's bid. The owner shall approve the final work sequence and schedule.
- C. If two or more rooftop units will be out of operation during any period of time that the building is normally occupied, the Contractor shall provide temporary means of temperature control as necessary to maintain an indoor space temperature within the range of 70-74 °F for the duration of time that the units are out of operation.
- D. Contractor shall notify the Construction Administrator at least one week prior to any equipment being taken out of operation. In no case shall any equipment be taken out of operation prior to submittal and approval of work sequence plan.

#### 1.4 CONTRACTOR USE OF PREMISES

A. Use of the Site: Limit use of the premises to work in areas indicated. Confine operations to areas within contract limits indicated. Do not disturb portions of the site beyond the areas in which the Work is indicated.

1. Owner Occupancy: Allow for Owner occupancy and use by the public.
2. Driveways and Entrances: Keep driveways and entrances serving the premises clear and available to the Owner, the Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.

B. Use of the Existing Building: Maintain the existing building in a weathertight condition throughout the construction period. Repair damage cause by construction operations. Take all precautions necessary to protect the building and its occupants during the construction period.

#### 1.5 OCCUPANCY REQUIREMENTS

A. Full Owner Occupancy: The Owner will occupy the site and existing building during the entire construction period. Cooperate with the Owner during construction operations to minimize conflicts and facilitate owner usage. Perform the Work so as not to interfere with the Owner's operations.

#### 1.6 OWNER-FURNISHED PRODUCTS

- A. No Owner-Furnished products will be provided

#### 1.7 MISCELLANEOUS PROVISIONS

- A. All air conditioning, heating, supply air, exhaust air, electrical, fire alarm, sprinklers, plumbing, temperature controls shutdowns shall be coordinated and scheduled with the Owner.
- B. A utility or systems shutdown (electrical, supply air, fire alarm, etc.) shall be scheduled with the Owner no less than seven (7) days in advance.
- C. In all cutting, welding, soldering and brazing activities, the Contractor shall use "smoke eater" type portable exhaust/filtration units.
- D. Contractor shall use portable HEPA filtration exhaust systems when removing ceilings and any construction activity that generates dust.
- E. The TPO roofing is under warranty by Firestone. Roofing contractor shall be a registered contractor with Firestone and shall perform the work in accordance with the contract documents and the Firestone Warranty.
- F. At project completion a signed letter from firestone is required stating that the existing roof warranty is still active and includes all work performed under this contract.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

END OF SECTION 011000

## SECTION 012100 – ALLOWANCES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section includes administrative and procedural requirements governing allowances.
- B. Types of allowances include the following:
  - 1. Weather allowances.
- C. Related Sections include the following:
  - 1. Division 1 Section "Contract Modification Procedures" for procedures for submitting and handling Change Orders for allowances.

#### 1.3 WEATHER ALLOWANCE

- A. Included within the completion period for this project are a specified number of "bad weather" days (see Schedule of Allowances).
- B. The Contractor's progress schedule shall clearly indicate the bad weather day allowance as an "activity" or "activities". In the event weather conditions preclude performance of critical work activities for 50% or more of the Contractor's scheduled workday, that day shall be declared unavailable for work due to weather (a "bad weather" day) and charged against the above allowance. Critical work activities will be determined by review of the Contractor's current progress schedule.
- C. The Contractor's Representative and the Construction Representative shall agree monthly on the number of "bad weather" days to be charged against the allowance. This determination will be documented in writing and be signed by the Contractor and the Construction Representatives. If there is a failure to agree on all or part of the "bad weather" days for a particular month, that disagreement shall be noted on this written document and signed by each party's representative. Failure of the Contractor's representative to sign the "bad weather" day documentation after it is presented, with or without the notes of disagreement, shall constitute agreement with the "bad weather" day determination contained in that document.
- D. There will be no modification to the time of contract performance due solely to the failure to deplete the "bad weather" day allowance.
- E. Once this allowance is depleted, a no cost Change Order time extension will be executed for "bad weather" days, as defined above, encountered during the remainder of the Project.



**PART 2 - PRODUCTS (Not Used)**

**PART 3 - EXECUTION**

**3.1 SCHEDULE OF ALLOWANCES**

- A. Weather Allowance: Included within the completion period for this Project 10 "bad weather" days.

END OF SECTION 012100

## SECTION 012300 - ALTERNATES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section includes administrative and procedural requirements governing Alternates.

#### 1.3 DEFINITIONS

- A. Definition: An alternate is an amount proposed by bidders and stated on the Bid Form for certain work defined in the Bidding Requirements that may be added to the Base Bid amount if the Owner decides to accept a corresponding change in either 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 for each alternate is the net addition to the Contract Sum to incorporate the Alternate into the Work. No other adjustments are made to the Contract Sum.

- B. No additional time will be allowed for alternate work unless the number of work days is so stated on the bid form.

#### 1.4 PROCEDURES

- A. Coordination: Modify or adjust affected adjacent Work as necessary to completely and fully integrate the Alternate Work into the 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 mentioned as part of the Alternate.

- B. Notification: The award of the Contract will indicate whether alternates have been accepted or rejected.

- C. Execute accepted alternates under the same conditions as other Work of this Contract.

- D. Schedule: A "Schedule of Alternates" is included at the end of this Section. Specification Sections referenced in the Schedule contain requirements for materials necessary to achieve the Work described under each alternate.

### PART 2 - PRODUCTS (Not Applicable)

### PART 3 - EXECUTION

#### 3.1 SCHEDULE OF ALTERNATES

- A. Alternate 1
  - 1. Provide Monitoring and Building automation Controls for the exhaust fans and Combination Kitchen Make-up Air Unit and Exhaust as depicted in the drawings.

END OF SECTION 012300

## SECTION 012600 – CONTRACT MODIFICATION PROCEDURES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for handling and processing Contract Modifications.
- B. Related Sections include the following:
  - 1. Division 0, Section 007213, Article 3.1 "Acceptable Substitutions" for administrative procedures for handling Requests for Substitutions made after Contract award.
  - 2. Division 0, Section 007213, Article 4.0 "Changes in the Work" for Contract Change requirements.

#### 1.3 REQUESTS FOR INFORMATION

- A. In the event that the Contractor or Subcontractor, at any tier, determines that some portion of the Drawings, Specifications, or other Contract Documents requires clarification or interpretation, the Contractor shall submit a "Request for Information" (RFI) in writing to the Designer. A RFI may only be submitted by the Contractor and shall only be submitted on the RFI forms provided by the Owner. The Contractor shall clearly and concisely set forth the issue for which clarification or interpretation is sought and why a response is needed. In the RFI, the Contractor shall set forth an interpretation or understanding of the requirement along with reasons why such an understanding was reached.
- B. Responses to RFI shall be issued within ten (10) working days of receipt of the Request from the Contractor unless the Designer determines that a longer time is necessary to provide an adequate response. If a longer time is determined necessary by the Designer, the Designer will, within five (5) working days of receipt of the request, notify the Contractor of the anticipated response time. If the Contractor submits a RFI on a time sensitive activity on the current project schedule, the Contractor shall not be entitled to any time extension due to the time it takes the Designer to respond to the request provided that the Designer responds within the ten (10) working days set forth above.
- C. Responses from the Designer will not change any requirement of the Contract Documents. In the event the Contractor believes that a response to a RFI will cause a change to the requirements of the Contract Document, the Contractor shall give written notice to the Designer requesting a Contract Change for the work. Failure to give such written notice within ten (10) working days, shall waive the Contractor's right to seek additional time or cost under Article 4, "Changes in the Work" of the General Conditions.

#### 1.4 MINOR CHANGES IN THE WORK

- A. Designer will issue supplemental instructions authorizing Minor Changes in the Work, not involving adjustment to the Contract Amount or the Contract Time, on "Designer's Supplemental Instructions" (DSI).

## 1.5 PROPOSAL REQUESTS

- A. The Designer or Owner Representative will issue a detailed description of proposed Changes in the Work that may require adjustment to the Contract Amount or the Contract Time. The proposed Change Description will be issued using the "Request for Proposal" (RFP) form. If necessary, the description will include supplemental or revised Drawings and Specifications.
1. Proposal Requests issued by the Designer or Owner Representative are for information only. Do not consider them instructions either to stop work in progress or to execute the proposed change.
  2. Within ten (10) working days after receipt of Proposal Request, submit a proposal for the cost adjustments to the Contract Amount and the Contract Time necessary to execute the Change. The Contractor shall submit his proposal on the appropriate Contract Change Detailed Breakdown form. Subcontractors may use the appropriate Contract Change Detailed Breakdown form or submit their proposal on their letterhead provided the same level of detail is included. All proposals shall include:
    - a. A detailed breakdown of costs per Article 4.1 of the General Conditions.
    - b. If requesting additional time per Article 4.2 of the General Conditions, include an updated Contractor's Construction Schedule that indicates the effect of the Change including, but not limited to, changes in activity duration, start and finish times, and activity relationship.

## 1.6 CONTRACT CHANGE PROCEDURES

- A. On Owner's approval of a Proposal Request, the Designer or Owner Representative will issue a Contract Change for signatures of Owner and Contractor on the "Contract Change" form.

## PART 2 - PRODUCTS (Not Used)

## PART 3 - EXECUTION

### 3.1 REFERENCED FORMS

- A. The following forms can be found on our website at <https://oa.mo.gov/facilities/vendor-links/architectengineering-forms> or <https://oa.mo.gov/facilities/vendor-links/contractor-forms>:
1. Request for Information
  2. Designer's Supplemental Instructions
  3. Request for Proposal
  4. Contract Change
  5. Contract Change Detailed Breakdown – SAMPLES
  6. Contract Change Detailed Breakdown – General Contractor (GC)
  7. Contract Change Detailed Breakdown – Subcontractor (SUB)

END OF SECTION 012600

## SECTION 013100 – COORDINATION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section includes administrative provisions for coordinating construction operations on Projects including, but not limited to, the following:
  - 1. Coordination Drawings.
  - 2. Administrative and supervisory personnel.
  - 3. Project meetings.
- B. Each Contractor shall participate in coordination requirements. Certain areas of responsibility will be assigned to a specific Contractor.
- C. Related Sections include the following:
  - 1. Division 1, Section 013200 "Schedules – Bar Chart " for preparing and submitting Contractor's Construction Schedule.
  - 2. Articles 1.8.B and 1.8.C of Section 007213 "General Conditions" for coordinating meetings onsite.
  - 3. Article 5.4.H of Section 007213 "General Conditions" for coordinating Closeout of the Contract.

#### 1.3 COORDINATION

- A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations included in different Sections, which depend on each other for proper installation, connection, and operation.
- B. Coordination: Each Contractor shall coordinate its construction operations with those of other contractors and entities to ensure efficient and orderly installation of each part of the Work. Each Contractor shall coordinate its operations with operations included in different Sections that depend on each other for proper installation, connection, and operation.
  - 1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
  - 2. Coordinate installation of different components with other Contractors to ensure maximum accessibility for required maintenance, service, and repair.
  - 3. Make adequate provisions to accommodate items scheduled for later installation.
  - 4. Where availability of space is limited, coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair of all components including mechanical and electrical.

- C. Prepare memoranda for distribution to each party involved outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
  - 1. Prepare similar memoranda for Owner and separate Contractors if coordination of their Work is required.
- D. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other Contractors to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
  - 1. Preparation of Contractor's Construction Schedule.
  - 2. Preparation of the Schedule of Values.
  - 3. Installation and removal of temporary facilities and controls.
  - 4. Delivery and processing of submittals.
  - 5. Progress meetings.
  - 6. Preinstallation conferences.
  - 7. Startup and adjustment of systems.
  - 8. Project Closeout activities.
- E. Conservation: Coordinate construction activities to ensure that operations are carried out with consideration given to conservation of energy, water, and materials.
  - 1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work. Refer to other Sections for disposition of salvaged materials that are designated as Owner's property.

#### 1.4 SUBMITTALS

- A. Coordination Drawings: Prepare Coordination Drawings if limited space availability necessitates maximum utilization of space for efficient installation of different components or if coordination is required for installation of products and materials fabricated by separate entities.
- B. Key Personnel Names: Within fifteen (15) work days of starting construction operations, submit a list of key personnel assignments including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and telephone numbers including home and office telephone numbers. Provide names, addresses, and telephone numbers of individuals assigned as standbys in the absence of individuals assigned to Project.
  - 1. Post copies of list in Project meeting room, in temporary field office, and by each temporary telephone. Keep list current at all times.

#### 1.5 PROJECT MEETINGS

- A. The Owner's Construction Representative will schedule a Pre-Construction Meeting prior to beginning of construction. The date, time, and exact place of this meeting will be determined after Contract Award and notification of all interested parties. The Contractor shall arrange to have the Job Superintendent and all prime Subcontractors present at the meeting. During the Pre-Construction Meeting, the construction procedures and information necessary for submitting payment requests will be discussed and materials distributed along with any other pertinent information.
  - 1. Minutes: Designer will record and distribute meeting minutes.

- B. Progress Meetings: The Owner's Construction Representative will conduct Monthly Progress Meetings as stated in Articles 1.8.B and 1.8.C of Section 007213 "General Conditions".
1. Minutes: Designer will record and distribute to Contractor the meeting minutes.
- C. Preinstallation Conferences: Contractor shall conduct a preinstallation conference at Project site before each construction activity that requires coordination with other construction.
1. Attendees: Installer and representatives of Manufacturers and Fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Designer and Construction Representative of scheduled meeting dates.
  2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration including requirements for the following:
    - a. Contract Documents
    - b. Options
    - c. Related RFIs
    - d. Related Contract Changes
    - e. Purchases
    - f. Deliveries
    - g. Submittals
    - h. Review of mockups
    - i. Possible conflicts
    - j. Compatibility problems
    - k. Time schedules
    - l. Weather limitations
    - m. Manufacturer's written recommendations
    - n. Warranty requirements
    - o. Compatibility of materials
    - p. Acceptability of substrates
    - q. Temporary facilities and controls
    - r. Space and access limitations
    - s. Regulations of authorities having jurisdiction
    - t. Testing and inspecting requirements
    - u. Installation procedures
    - v. Coordination with other Work
    - w. Required performance results
    - x. Protection of adjacent Work
    - y. Protection of construction and personnel
  3. Contractor shall record significant conference discussions, agreements, and disagreements including required corrective measures and actions.

4. Reporting: Distribute minutes of the meeting to each party present and to parties who should have been present.
5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.
6. Revise paragraph below if Project requires holding progress meetings at different intervals. Insert special intervals such as "every third Tuesday" to suit special circumstances.
7. Project name
8. Name and address of Contractor
9. Name and address of Designer
10. RFI number including RFIs that were dropped and not submitted
11. RFI description
12. Date the RFI was submitted
13. Date Designer's response was received
14. Identification of related DSI or Proposal Request, as appropriate

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100



## SECTION 013115 - PROJECT MANAGEMENT COMMUNICATIONS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions, Bid Form, and other Division 1 Specification Sections apply to this Section.
- B. Division 1, Section 013300 - Submittals
- C. Division 1, Section 012600 – Contract Modification Procedures

#### 1.2 SUMMARY

- A. Project Management Communications: The Contractor shall use the Internet web based project management communications tool, E-Builder® ASP software, and protocols included in that software during this project. The use of project management communications as herein described does not replace or change any contractual responsibilities of the participants.
  - 1. Project management communications is available through E-Builder® as provided by "e-Builder®" in the form and manner required by the Owner.
  - 2. The project communications database is on-line and fully functional. User registration, electronic and computer equipment, and Internet connections are the responsibility of each project participant. The sharing of user accounts is prohibited
- B. Support: E-Builder® will provide on-going support through on-line help files.
- C. Copyrights and Ownership: Nothing in this specification or the subsequent communications supersedes the parties' obligations and rights for copyright or document ownership as established by the Contract Documents. The use of CAD files, processes or design information distributed in this system is intended only for the project specified herein.
- D. Purpose: The intent of using E-Builder® is to improve project work efforts by promoting timely initial communications and responses. Secondly, to reduce the number of paper documents while providing improved record keeping by creation of electronic document files
- E. Authorized Users: Access to the web site will be by individuals who are authorized users.
  - 1. Individuals shall complete the E-Builder New Company/User Request Form located at the following web site: <https://oa.mo.gov/facilities/vendor-links/contractor-forms>. Completed forms shall be emailed to the following email address: [OA.FMDCE-BuilderSupport@oa.mo.gov](mailto:OA.FMDCE-BuilderSupport@oa.mo.gov).
  - 2. Authorized users will be contacted directly and assigned a temporary user password.
  - 3. Individuals shall be responsible for the proper use of their passwords and access to data as agents of the company in which they are employed.
- F. Administrative Users: Administrative users have access and control of user licenses and all posted items. DO NOT POST PRIVATE OR YOUR COMPANY CONFIDENTIAL ITEMS IN THE DATABASE! Improper or abusive language toward any party or repeated posting of items intended to deceive or disrupt the work of the project will not be tolerated and will result in

deletion of the offensive items and revocation of user license at the sole discretion of the Administrative User(s).

- G. Communications: The use of fax, email and courier communication for this project is discouraged in favor of using E-Builder® to send messages. Communication functions are as follows:

1. Document Integrity and Revisions:
  - a. Documents, comments, drawings and other records posted to the system shall remain for the project record. The authorship time and date shall be recorded for each document submitted to the system. Submitting a new document or record with a unique ID, authorship, and time stamp shall be the method used to make modifications or corrections.
  - b. The system shall make it easy to identify revised or superseded documents and their predecessors.
  - c. Server or Client side software enhancements during the life of the project shall not alter or restrict the content of data published by the system. System upgrades shall not affect access to older documents or software.
2. Document Security:
  - a. The system shall provide a method for communication of documents. Documents shall allow security group assignment to respect the contractual parties communication except for Administrative Users. **DO NOT POST PRIVATE OR YOUR COMPANY CONFIDENTIAL ITEMS IN THE DATABASE!**
3. Document Integration:
  - a. Documents of various types shall be logically related to one another and discoverable. For example, requests for information, daily field reports, supplemental sketches and photographs shall be capable of reference as related records.
4. Reporting:
  - a. The system shall be capable of generating reports for work in progress, and logs for each document type. Summary reports generated by the system shall be available for team members.
5. Notifications and Distribution:
  - a. Document distribution to project members shall be accomplished both within the extranet system and via email as appropriate. Project document distribution to parties outside of the project communication system shall be accomplished by secure email of outgoing documents and attachments, readable by a standard email client.
6. Required Document Types:
  - a. RFI, Request for Information.
  - b. Submittals, including record numbering by drawing and specification section.
  - c. Transmittals, including record of documents and materials delivered in hard copy.
  - d. Meeting Minutes.
  - e. Application for Payments (Draft or Pencil).
  - f. Review Comments.
  - g. Field Reports.
  - h. Construction Photographs.
  - i. Drawings.
  - j. Supplemental Sketches.
  - k. Schedules.
  - l. Specifications.
  - m. Request for Proposals
  - n. Designer's Supplemental Instructions
  - o. Punch Lists

- H. Record Keeping: Except for paper documents, which require original signatures and large format documents (greater than 8½ x 11 inches), all other 8½ x 11 inches documents shall be submitted by transmission in electronic form to the E-Builder® web site by licensed users.
- a. The Owner and his representatives, the Designer and his consultants, and the Contractor and his Sub Contractors and suppliers at every tier shall respond to documents received in electronic form on the web site, and consider them as if received in paper document form.
  - b. The Owner and his representatives, the Designer and his consultants, and the Contractor and his Sub Contractors and suppliers at every tier reserves the right to and shall reply or respond by transmissions in electronic form on the web site to documents actually received in paper document form.
  - c. The Owner and his representatives, the Designer and his consultants, and the Contractor and his Sub Contractors and suppliers at every tier reserves the right to and shall copy any paper document into electronic form and make same available on the web site.
- I. Minimum Equipment and Internet Connection: In addition to other requirements specified in this Section, the Owner and his representatives, the Construction Manager and his representatives, the Architect and his consultants, and the Contractor and his sub-contractors and suppliers at every tier required to have a user license(s) shall be responsible for the following:
1. Providing suitable computer systems for each licensed user at the users normal work location<sup>1</sup> with high-speed Internet access, i.e. DSL, local cable company's Internet connection, or T1 connection.
  2. Each of the above referenced computer systems shall have the following minimum system<sup>2</sup> and software requirements:
    - a. Desktop configuration (Laptop configurations are similar and should be equal to or exceed desktop system.)
      - 1) Operating System: Windows XP or newer
      - 2) Internet Browser: Internet Explorer 6.01SP2+ (Recommend IE7.0+)
      - 3) Minimum Recommend Connection Speed: 256K or above
      - 4) Processor Speed: 1 Gigahertz and above
      - 5) RAM: 512 mb
      - 6) Operating system and software shall be properly licensed.
      - 7) Internet Explorer version 7 (current version is a free distribution for download). This specification is not intended to restrict the host server or client computers provided that industry standard HTTP clients may access the published content.
      - 8) Adobe Acrobat Reader (current version is a free distribution for download).
      - 9) Users should have the standard Microsoft Office Suite (current version must be purchased) or the equivalent.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable.)

END OF SECTION 013115

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<sup>1</sup> The normal work location is the place where the user is assigned for more than one-half of his time working on this project.

<sup>2</sup> The minimum system herein will not be sufficient for many tasks and may not be able to process all documents and files stored in the E-Builder® Documents area.

## **SECTION 013200 – SCHEDULE – BAR CHART**

### **PART 1 - GENERAL**

#### **1.1 RELATED DOCUMENTS**

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

#### **1.2 SUMMARY**

- A. This Section includes requirements for a Bar Chart Schedule for the project construction activities, schedule of submittals, and schedule for testing.

### **PART 2 - PRODUCTS – (Not Applicable)**

### **PART 3 - EXECUTION**

#### **3.1 SUBMITTAL PROCEDURES**

- A. The Contractor shall submit to the Designer, within ten (10) working days following the Notice to Proceed, a Progress Schedule including Schedule of Values showing the rate of progress the Contractor agrees to maintain and the order in which he proposed to carry out the various phases of Work. No payments shall be made to the Contractor until the Progress Schedule has been approved by the Owner.
  - 1. The Schedule of Values must have the following line items included with the value of the item as indicated below:
    - a. O&M's (Owner's Manual)
      - 1) \$1,000,000.00 (One million) and under – 2% of the total contract amount
      - 2) Over \$1,000,000.00 (One million) – 1% of the total contract amount
    - b. Close Out Documents
      - 1) \$1,000,000.00 (One million) and under – 2% of the total contract amount
      - 2) Over \$1,000,000.00 (One million) – 1% of the total contract amount
    - c. General Conditions
      - 1) No more than 10%
- B. The Contractor shall submit an updated Schedule for presentation at each Monthly Progress Meeting. The Schedule shall be updated by the Contractor as necessary to reflect the current Schedule and its relationship to the original Schedule. The updated Schedule shall reflect any changes in the logic, sequence, durations, or completion date. Payments to the Contractor shall be suspended if the Progress Schedule is not adequately updated to reflect actual conditions.

- C. The Contractor shall submit Progress Schedules to Subcontractors to permit coordinating their Progress Schedules to the general construction Work. The Contractor shall coordinate preparation and processing of Schedules and reports with performance of other construction activities.

### 3.2 CONSTRUCTION PROGRESS SCHEDULE – BAR CHART SCHEDULE

- A. Bar-Chart Schedule: The Contractor shall prepare a comprehensive, fully developed, horizontal bar chart-type Contractor's Construction Schedule. The Contractor for general construction shall prepare the Construction Schedule for the entire Project. The Schedule shall show the percentage of work to be completed at any time, anticipated monthly payments by Owner, as well as significant dates (such as completion of excavation, concrete foundation work, underground lines, superstructure, rough-ins, enclosure, hanging of fixtures, etc.) which shall serve as check points to determine compliance with the approved Schedule. The Schedule shall also include an activity for the number of "bad" weather days specified in Section 012100 – Allowances.
  - 1. The Contractor shall provide a separate time bar for each significant construction activity. Provide a continuous vertical line to identify the first working day of each week.
    - a. If practical, use the same Schedule of Values breakdown for schedule time bars.
  - 2. The Contractor shall provide a base activity time bar showing duration for each construction activity. Each bar is to indicate start and completion dates for the activity. The Contractor is to place a contrasting bar below each original schedule activity time for indicating actual progress and planned remaining duration for the activity.
  - 3. The Contractor shall prepare the Schedule on a minimal number of separate sheets to readily show the data for the entire construction period.
  - 4. Secure time commitments for performing critical elements of the Work from parties involved. Coordinate each element on schedule with other construction activities. Include minor elements involved in the overall sequence of the Work. Show each activity in proper sequence. Indicate graphically the sequences necessary for completion of related portions of the Work.
  - 5. Coordinate the Contractor's Construction Schedule with the Schedule of Values, list of subcontracts, Submittal Schedule, progress reports, payment requests, and other required schedules and reports.
  - 6. Indicate the Intent to Award and the Contract Substantial Completion dates on the schedule.
- B. Phasing: Provide notations on the schedule to show how the sequence of the Work is affected by the following:
  - 1. Requirement for Phased completion
  - 2. Work by separate Contractors
  - 3. Work by the Owner
  - 4. Pre-purchased materials
  - 5. Coordination with existing construction
  - 6. Limitations of continued occupancies

7. Un-interruptible services
  8. Partial Occupancy prior to Substantial Completion
  9. Site restrictions
  10. Provisions for future construction
  11. Seasonal variations
  12. Environmental control
- C. Work Stages: Use crosshatched bars to indicate important stages of construction for each major portion of the Work. Such stages include, but are not necessarily limited to, the following:
1. Subcontract awards
  2. Submittals
  3. Purchases
  4. Mockups
  5. Fabrication
  6. Sample testing
  7. Deliveries
  8. Installation
  9. Testing
  10. Adjusting
  11. Curing
  12. Startup and placement into final use and operation
- D. Area Separations: Provide a separate time bar to identify each major area of construction for each major portion of the Work. For the purposes of this Article, a “major area” is a story of construction, a separate building, or a similar significant construction element.
1. Indicate where each construction activity within a major area must be sequenced or integrated with other construction activities to provide for the following:
    - a. Structural completion.
    - b. Permanent space enclosure
    - c. Completion of mechanical installation
    - d. Completion of the electrical portion of the Work
    - e. Substantial Completion

### **3.3 SCHEDULE OF SUBMITTALS**

- A. Upon acceptance of the Construction Progress Schedule, prepare and submit a complete schedule of submittals. Coordinate the submittal schedule with Section 013300 SUBMITTALS, the approved Construction Progress Schedule, list of subcontracts, Schedule of Values and the list of products.
- B. Prepare the schedule in chronological order. Provide the following information

1. Scheduled date for the first submittal
  2. Related Section number
  3. Submittal category
  4. Name of the Subcontractor
  5. Description of the part of the Work covered
  6. Scheduled date for resubmittal
  7. Scheduled date for the Designer's final release or approval
- C. Distribution: Following the Designer's response to the initial submittal schedule, print and distribute copies to the Designer, Owner, subcontractors, and other parties required to comply with submittal dates indicated.
1. Post copies in the Project meeting room and temporary field office.
  2. When revisions are made, distribute to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned part of the Work and are no longer involved in construction activities.
- D. Schedule Updating: Revise the schedule after each meeting or other activity where revisions have been recognized or made. Issue the updated schedule concurrently with the report of each meeting.

### **3.4 SCHEDULE OF INSPECTIONS AND TESTS**

- A. Prepare a schedule of inspections, tests, and similar services required by the Contract Documents. Submit the schedule with (15) days of the date established for commencement of the Contract Work. The Contractor is to notify the testing agency at least (5) working days in advance of the required tests unless otherwise specified.
- B. Form: This schedule shall be in tabular form and shall include, but not be limited to, the following:
1. Specification Section number
  2. Description of the test
  3. Identification of applicable standards
  4. Identification of test methods
  5. Number of tests required
  6. Time schedule or time span for tests
  7. Entity responsible for performing tests
  8. Requirements for taking samples
  9. Unique characteristics of each service
- C. Distribution: Distribute the schedule to the Owner, Architect, and each party involved in performance of portions of the Work where inspections and tests are required.

**END OF SECTION 013200**

## SECTION 013300 – SUBMITTALS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract including General and Supplementary Conditions, Bid Form, and other Division 1 Specification Sections apply to this Section.
- B. Division 1, Section 013115 "Project Management Communications" for administrative requirements for communications.

#### 1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for submittals required for performance of the Work including the following:
  - 1. Shop Drawings
  - 2. Product Data
  - 3. Samples
  - 4. Quality Assurance Submittals
  - 5. Construction Photographs
  - 6. Operating and Maintenance Manuals
  - 7. Warranties
- B. Administrative Submittals: Refer to General and Supplementary Conditions other applicable Division 1 Sections and other Contract Documents for requirements for administrative submittals. Such submittals include, but are not limited to, the following:
  - 1. Construction Progress Schedule including Schedule of Values
  - 2. Performance and Payment Bonds
  - 3. Insurance Certificates
  - 4. Applications for Payment
  - 5. Certified Payroll Reports
  - 6. Partial and Final Receipt of Payment and Release Forms
  - 7. Affidavit – Compliance with Prevailing Wage Law
  - 8. Record Drawings
  - 9. Notifications, Permits, etc.
- C. The Contractor is obliged and responsible to check all shop drawings and schedules to assure compliance with contract plans and specifications. The Contractor is responsible for the content of the shop drawings and coordination with other contract work. Shop drawings and schedules shall indicate, in detail, all parts of an Item or Work including erection and setting instructions and integration with the Work of other trades.
- D. The Contractor shall at all times make a copy, of all approved submittals, available on site to the Construction Representative.



### 1.3 SUBMITTAL PROCEDURES

- A. The Contractor shall comply with the General and Supplementary Conditions and other applicable sections of the Contract Documents. The Contractor shall submit, with such promptness as to cause no delay in his work or in that of any other contractors, all required submittals indicated in Part 3.1 of this section and elsewhere in the Contract Documents. Coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal sufficiently in advance of performance of related construction activities to avoid delay.
  - 1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
  - 2. Coordinate transmittal of different types of submittals for related elements of the Work so processing will not be delayed by the need to review submittals concurrently for coordination.
    - a. The Designer reserves the right to withhold action on a submittal requiring coordination with other submittals until all related submittals are received.
- B. Each drawing and/or series of drawings submitted must be accompanied by a letter of transmittal giving a list of the titles and numbers of the drawings. Each series shall be numbered consecutively for ready reference and each drawing shall be marked with the following information:
  - 1. Date of Submission
  - 2. Name of Project
  - 3. Location
  - 4. Section Number of Specification
  - 5. State Project Number
  - 6. Name of Submitting Contractor
  - 7. Name of Subcontractor
  - 8. Indicate if Item is submitted as specified or as a substitution

### 1.4 SHOP DRAWINGS

- A. Comply with the General Conditions, Article 3.2.
- B. The Contractor shall submit newly prepared information drawn accurately to scale. Highlight, encircle, or otherwise indicate deviations from the Contract Documents. Do not reproduce Contract Documents or copy standard information as the basis of Shop Drawings. Standard information prepared without specific reference to the Project is not a Shop Drawing.
- C. Shop Drawings include fabrication and installation drawings, setting diagrams, schedules, patterns, templates, and similar drawings including the following information:
  - 1. Dimensions
  - 2. Identification of products and materials included by sheet and detail number
  - 3. Compliance with specified standards
  - 4. Notation of coordination requirements
  - 5. Notation of dimensions established by field measurement
  - 6. Sheet Size: Except for templates, patterns and similar full-size Drawings, submit Shop Drawings on sheets at least 8½"x11" but no larger than 36"x48".

## 1.5 PRODUCT DATA

- A. The Contractor shall comply with the General Conditions, Article 3.2.
- B. The Contractor shall collect Product Data into a single submittal for each element of construction or system. Product Data includes printed information, such as manufacturer's installation instructions, catalog cuts, standard color charts, roughing-in diagrams and templates, standard wiring diagrams, and performance curves.
  - 1. Mark each copy to show applicable choices and options. Where printed Product Data includes information on several products that are not required, mark copies to indicate the applicable information including the following information:
    - a. Manufacturer's printed recommendations
    - b. Compliance with Trade Association standards
    - c. Compliance with recognized Testing Agency standards
    - d. Application of Testing Agency labels and seals
    - e. Notation of dimensions verified by field measurement
    - f. Notation of coordination requirements
  - 2. Do not submit Product Data until compliance with requirements of the Contract Documents has been confirmed.

## 1.6 QUALITY ASSURANCE DOCUMENTS

- A. The Contractor shall comply with the General Conditions, Article 3.2
- B. The Contractor shall submit quality control submittals including design data, certifications, manufacturer's instructions, manufacturer's field reports, and other quality-control submittals as required under other Sections of the Specifications.
- C. Certifications: Where other Sections of the Specifications require certification that a product, material, or installation complies with specified requirements, submit a notarized certification from the Manufacturer certifying compliance with specified requirements.
  - 1. Signature: Certification shall be signed by an officer of the Manufacturer or other individual authorized to contractually bind the Company.
- D. Inspection and Test Reports: The Contractor shall submit the required inspection and test reports from independent testing agencies as specified in this Section and in other Sections of the Contract Documents.
- E. Construction Photographs: The Contractor shall submit record construction photographs as specified in this Section and in other Sections of the Contract Documents.
  - 1. The Contractor shall submit digital photographs. The Construction Administrator shall determine the quantity and naming convention at the preconstruction meeting.
  - 2. The Contractor shall identify each photograph with project name, location, number, date, time, and orientation.
  - 3. The Contractor shall submit progress photographs monthly unless specified otherwise. Photographs shall be taken one (1) week prior to submitting.
  - 4. The Contractor shall take four (4) site photographs from differing directions and a minimum of five (5) interior photographs indicating the relative progress of the Work.

## 1.7 OPERATING AND MAINTENANCE MANUALS AND WARRANTIES

- A. The Contractor shall submit all required manufacturer's operating instructions, maintenance/service manuals, and warranties in accordance with the General Conditions, Article 3.5, and Supplementary Conditions along with this and other Sections of the Contract Documents.

## PART 2 - PRODUCTS (Not Applicable)

## PART 3 - EXECUTION

### 3.1 REQUIRED SUBMITTALS

- A. Contractor shall submit the following information for materials and equipment to be provided under this contract.

| SPEC SECTION | TITLE  | CATEGORY                       |
|--------------|--|--------------------------------|
| 013200       | Schedules  | Construction Schedule          |
| 013200       | Schedules  | Schedule of Values             |
| 013200       | Schedules  | List of Subcontractors         |
| 013200       | Schedules  | Major Material Suppliers       |
| 051200       | Structural Steel Framing                                     | Shop Drawings                  |
| 051200       | Structural Steel Framing                                     | Certification                  |
| 051200       | Structural Steel Framing                                     | Test Report                    |
| 051200       | Structural Steel Framing                                     | Product Data                   |
| 230529       | Hangers and Supports for HVAC Piping and Equipment           | Product Data                   |
| 230548       | Vibration and seismic controls for HVAC Piping and Equipment | Product Data                   |
| 230553       | Identification for HVAC Piping and Equipment                 | Product Data                   |
| 230553       | Identification for HVAC Piping and Equipment                 | Shop Drawings                  |
| 230593       | Testing, Adjusting, and Balancing for HVAC                   | Certification                  |
| 230593       | Testing, Adjusting, and Balancing for HVAC                   | Sample                         |
| 230593       | Testing, Adjusting, and Balancing for HVAC                   | Test Report                    |
| 230713       | Duct Insulation  | Product Data                   |
| 230713       | Duct Insulation  | Shop Drawings                  |
| 230923       | DIRECT DIGITAL CONTROL (DDC) SYSTEM                          | Product Data                   |
| 230923       | DIRECT DIGITAL CONTROL (DDC) SYSTEM                          | Shop Drawings                  |
| 230923       | DIRECT DIGITAL CONTROL (DDC) SYSTEM                          | Certification                  |
| 230923       | DIRECT DIGITAL CONTROL (DDC) SYSTEM                          | Operation / Maintenance Manual |
| 230923       | DIRECT DIGITAL CONTROL (DDC) SYSTEM                          | Warranty                       |
| 230923       | DIRECT DIGITAL CONTROL (DDC) SYSTEM                          | As-Built                       |
| 230993       | Sequence of Operations for HVAC Controls                     | Shop Drawings                  |
| 233113       | Metal Ducts  | Product Data                   |
| 233113       | Metal Ducts  | Shop Drawings                  |
| 233113       | Metal Ducts  | Operation / Maintenance Manual |
| 233423       | HVAC Power Ventilators                                       | Product Data                   |

|        |  |                                |
|--------|--|--------------------------------|
| 233423 | HVAC Power Ventilators                                       | Shop Drawings                  |
| 233423 | HVAC Power Ventilators                                       | Operation / Maintenance Manual |
| 237413 | Packaged, Outdoor, Central-station Air-Handling Units        | Product Data                   |
| 237413 | Packaged, Outdoor, Central-station Air-Handling Units        | Shop Drawings                  |
| 237413 | Packaged, Outdoor, Central-station Air-Handling Units        | Operation / Maintenance Manual |
| 237413 | Packaged, Outdoor, Central-station Air-Handling Units        | Warranty                       |
| 237433 | Dedicated Outdoor-Air Units                                  | Product Data                   |
| 237433 | Dedicated Outdoor-Air Units                                  | Shop Drawings                  |
| 237433 | Dedicated Outdoor-Air Units                                  | Operation / Maintenance Manual |
| 237433 | Dedicated Outdoor-Air Units                                  | Warranty                       |
| 260519 | Low-Voltage Electrical Power Conductors and Cables           | Product Data                   |
| 260529 | Hangers and Supports for Electrical Systems                  | Product Data                   |
| 260548 | Vibration and seismic controls for Electrical Systems        | Product Data                   |
| 260544 | Sleeves and Sleeve Seals for Electrical Raceways and Cabling | Product Data                   |
| 260553 | Identification for Electrical Systems                        | Product Data                   |
| 260553 | Identification for Electrical Systems                        | Shop Drawings                  |
| 260583 | Wiring Connections   | Product Data                   |
| 262416 | Panelboards  | Product Data                   |
| 262416 | Panelboards  | Shop Drawings                  |
| 262416 | Panelboards  | Operation / Maintenance Manual |
| 262816 | Enclosed Switches and Circuit Breakers                       | Product Data                   |
| 262816 | Enclosed Switches and Circuit Breakers                       | Shop Drawings                  |
| 262816 | Enclosed Switches and Circuit Breakers                       | Operation / Maintenance Manual |

B. END OF SECTION 013300

## **SECTION 013513.13 – SITE SECURITY AND HEALTH REQUIREMENTS (DESE)**

### **PART 1 - GENERAL**

#### **1.1 RELATED DOCUMENTS**

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

#### **1.2 SUBMITTALS**

- A. List of required submittals:
  - 1. Materials Safety Data Sheets for all hazardous materials to be brought onsite.
  - 2. Schedule of proposed shutdowns, if applicable.
  - 3. A list of the names of all employees who will submit fingerprints for a background check, and the signed privacy documents identified below for each employee.
  - 4. “No Asbestos and No Lead” certification.
  - 5. Drug testing program and certification.

### **PART 2 - PRODUCTS (Not Applicable)**

### **PART 3 - EXECUTION**

#### **3.1 ACCESS TO THE SITE**

- A. The Contractor shall arrange with Facility Representatives to establish procedures for the controlled entry of workers and materials into the work areas at the Facility.
- B. The Contractor shall establish regular working hours with Facility Representatives. The Contractor must report changes in working hours or overtime to Facility Representatives and obtain approval twenty-four (24) hours ahead of time. The Contractor shall report emergency overtime to Facility Representatives as soon as it is evident that overtime is needed. The Contractor must obtain approval from Facility Representatives for all work performed after dark.
- C. The Contractor shall provide the name and phone number of the Contractor’s employee or agent who is in charge onsite; this individual must be able to be contacted in case of emergency. The Contractor must be able to furnish names and address of all employees upon request.

#### **3.2 RULES OF THE FACILITY**

- A. No alcohol, drugs, guns, or other weapons are permitted anywhere at the Facility (i.e., inside or outside buildings, or anywhere on school grounds); violators will be referred to local law enforcement for prosecution.
- B. No tobacco or smoking products may be used anywhere at the Facility.

- C. Sexual harassment, offensive or fraternizing behavior, or foul language around or towards students or staff will not be tolerated. Violations by workers will result in one warning from the Facility Representative. Subsequent infractions will require permanent ejection of offending worker(s) from the jobsite, with no change to the contract schedule or additional cost to the State.
- D. The Contractor shall consider the safety of the Facility's students at all times, and shall maintain excavations, scaffolding/ladders, equipment, tools, and materials in as safe a manner as possible during and after working hours.
- E. Vehicles should be locked and parked in areas designated by the Facility Representative.
- F. Neither the Owner nor DESE assumes responsibility for the Contractor's vehicles, equipment, tools, or materials.
- G. The Contractor shall coordinate and communicate planned daily work activities with the Facility Representative at least two (2) working days in advance. This will allow time for the Facility Representative to consider temporarily relocating special education students whose health could be adversely affected by loud noises, chemical odors, temperature extremes, etc.

### **3.3 SECURITY CLEARANCES AND RESTRICTIONS**

#### **A. FMDC REQUIRED FINGERPRINTING FOR CRIMINAL BACKGROUND AND WARRANTS CHECK**

- 1. All employees of the Contractor are required to submit fingerprints to the Missouri State Highway Patrol to enable the Office of Administration, Division of Facilities Management, Design and Construction (FMDC) to receive state and national criminal background checks on such employees. FMDC reserves the right to prohibit any employee of the Contractor from performing work in or on the premises of any facility owned, operated, or utilized by the State of Missouri for any reason.
- 2. The Contractor shall ensure all of its employees submit fingerprints to the Missouri State Highway Patrol and pay for the cost of such background checks. The Contractor shall submit to FMDC via email to [FMDCSecurity@oa.mo.gov](mailto:FMDCSecurity@oa.mo.gov) a list of the names of the Contractor's employees who will be fingerprinted and a signed Missouri Applicant Fingerprint Privacy Notice, Applicant Privacy Rights and Privacy Act Statement for each employee. All employees of the Contractor approved by FMDC to work at a State facility must obtain a contractor ID badge from FMDC prior to beginning work on-site, unless the Director of FMDC, at the Director's discretion, waives the requirement for a contractor ID badge. The Contractor and its employees must comply with the process for background checks and contractor ID badges found on FMDC's website at: <https://oa.mo.gov/fmdc-contractor-id-badges>.
- 3. Pursuant to section 43.540, RSMo, FMDC participates in the Missouri Rap Back and National Rap Back programs as of August 28, 2018. This means that the Missouri State Highway Patrol, Central Records Repository, and the Federal Bureau of Investigation will retain the fingerprints submitted by each of the Contractor's employees, and those fingerprints will be searched against other fingerprints on file, including latent fingerprints. While retained, an employee's

fingerprints may continue to be compared against other fingerprints submitted or retained by the Federal Bureau of Investigation, including latent fingerprints.

4. As part of the Missouri and National Rap Back programs, FMDC will receive notification if a new arrest is reported for an employee whose fingerprints have been submitted for FMDC after August 28, 2018. If the employee is performing work on a State contract at the time of the arrest notification, FMDC will request and receive the employee's updated criminal history records. If the employee is no longer performing work on a State contract, FMDC will not obtain updated criminal records.
5. Pursuant to section 43.540, RSMo, the Missouri State Highway Patrol will provide the results of the employee's background check directly to FMDC. FMDC may NOT release the results of a background check to the Contractor or provide the Contractor any information obtained from a background check, either verbally or in writing. FMDC will notify the Contractor only whether an employee is approved to work on State property.
6. Each employee who submits fingerprints to the Missouri State Highway Patrol has a right to obtain a copy of the results of his or her background check. The employee may challenge the accuracy and completeness of the information contained in a background check report and obtain a determination from the Missouri State Highway Patrol and/or the FBI regarding the validity of such challenge prior to FMDC making a final decision about his or her eligibility to perform work under a State contract.
7. The Contractor shall notify FMDC via email to [FMDCSecurity@oa.mo.gov](mailto:FMDCSecurity@oa.mo.gov) if an employee is terminated or resigns from employment with the Contractor. If the Contractor does not anticipate performing work on a State contract in the future, the Contractor may request that FMDC remove its employees from the Rap Back programs. However, if removed from the Rap Back programs, employees will be required to submit new fingerprints should the contractor be awarded another State contract.
8. Upon award of a Contract, the Contractor should contact FMDC at [FMDCSecurity@oa.mo.gov](mailto:FMDCSecurity@oa.mo.gov) to determine if its employees need to provide a new background check. If a Contractor's employee has previously submitted a fingerprint background check to FMDC as part of the Missouri and National Rap Back programs, the employee may not need to submit another fingerprint search for a period of three to six years, depending upon the circumstances. The Contractor understands and agrees that FMDC may require more frequent background checks without providing any explanation to the Contractor. The fact that an additional background check is requested by FMDC does not indicate that the employee has a criminal record.

### **3.4 FIRE PROTECTION, SAFETY, AND HEALTH CONTROLS**

- A. The Contractor shall take all necessary precautions to guard against and eliminate possible fire hazards.
  1. Onsite burning is prohibited.
  2. The Contractor shall store all flammable or hazardous materials in proper containers located outside the buildings or offsite, if possible.

3. The Contractor shall provide and maintain, in good order, during construction fire extinguishers as required by the National Fire Protection Association. In areas of flammable liquids, asphalt, or electrical hazards, 15-pound carbon dioxide or 20-pound dry chemical extinguishers shall be provided.
- B. The Contractor shall not obstruct streets or walks without permission from the Owner's Construction Representative and Facility Representatives.
- C. The Contractor's personnel shall not exceed the speed limit of 15 mph while at the Facility unless otherwise posted.
- D. The Contractor shall take all necessary, reasonable measures to reduce air and water pollution by any material or equipment used during construction. The Contractor shall keep volatile wastes in covered containers, and shall not dispose of volatile wastes or oils in storm or sanitary drains.
- E. The Contractor shall keep the project site neat, orderly, and in a safe condition at all times. The Contractor shall immediately remove all hazardous waste, and shall not allow rubbish to accumulate. The Contractor shall provide onsite containers for collection of rubbish and shall dispose of it at frequent intervals during the progress of the Work.
- F. Fire exits, alarm systems, and sprinkler systems shall remain fully operational at all times, unless written approval is received from the Owner's Construction Representative and the appropriate Facility Representative at least twenty-four (24) hours in advance. The Contractor shall submit a written time schedule for any proposed shutdowns.
- G. For all hazardous materials brought onsite, Material Safety Data Sheets shall be on site and readily available upon request at least a day before delivery.
- H. The Contractor's workers shall not be under the influence of any intoxicating substances while on the Facility premises.

### **3.5 NO ASBESTOS AND NO LEAD CERTIFICATION REQUIREMENTS**

- A. No asbestos containing material ( $> 1.0\%$  asbestos by dry weight) or lead containing material ( $> 0.06\%$  or 600ppm/10,000ppm lead by dry weight) shall be included in any project submittals or physically installed during construction work on this project.
- B. USEPA regulations exclude local education agencies (i.e., DESE MSB, MSD, & SSSH) from the requirements of inspection, sampling, and analysis of homogenous areas that have been newly constructed or repaired/replaced in special education school buildings; where an Architect or Project Engineer responsible for the construction, or an Accredited Inspector, provides a signed statement that no asbestos (or lead) was specified, or used, as a building material (or system component) in any project construction documents, or physically installed as part of the project work. It is recommended that the Contractor research each material/component used on the job to verify that it contains no asbestos or lead (i.e., look at manufacturer's cut-sheet specifications, Material Safety Data Sheets, DOT shipping classification, or even contact the manufacturer for their verification); then, the Contractor should write on each project submittal: "To the best of my knowledge, items covered by this submittal contain no asbestos or lead containing material".
- C. Contractor Certification Requirement
  1. Prior to final payment, the Contractor shall submit a signed letter on company letterhead certifying that, to the best of its knowledge, no asbestos or lead



containing materials were used or installed during the work. The Contractor shall address the letter to the Service Level Manager/ Designated Person for FMDC, at P.O. Box 809, Jefferson City, MO 65102, and (if applicable) to the Architect or Project Engineer. The letter shall reference the Site/Facility Name, Project Number, Project Title, and shall include the following statement:

“The Contractor certifies, to the best of its knowledge, that no asbestos containing material (> 1.0% asbestos by dry weight) or lead containing material (> 0.06% or 600ppm/10,000ppm lead by dry weight) was included in any project submittals or physically installed during construction work on this project. Contractor agrees to pay all costs incurred by the Owner discovering, abating, and/or restoring any component or portion of the work that is later found to include an asbestos or lead containing material in excess of these limitations.”

**D. Architect or Project Engineer Certification**

1. As part of the final as-built/close-out document submittal requirements, it is requested that the Project Architect or Engineer (or Accredited Inspector as a last resort) responsible for design and submittal approval, submit a signed letter on company letterhead that references the Site/Facility Name, Project Number, Project Title, and includes the following statement:

“As the Designer, or Accredited Inspector, I certify, to the best of my knowledge, that no asbestos containing material (> 1.0% asbestos by dry weight) or lead containing material (> 0.06%, or, 600ppm/10,000ppm lead by dry weight) was specified in the construction documents, or approved for installation by the Contractor during construction work, on this project.”

**3.6 DRUG & ALCOHOL TESTING PROGRAM CONTRACTUAL REQUIREMENT -  
(1 CSR 30-7.010)**

**A. BASIS AND LEGAL REQUIREMENTS**

1. In an effort to create safe and healthy schools and workplaces, the State of Missouri requires that Contractors and Subcontractors shall maintain and enforce a written substance abuse testing program for public works construction projects on public and charter elementary and secondary education construction projects that are subject to the control of the State of Missouri. This policy is not intended to be a substitute for the Contractor’s or Subcontractor’s complete written substance abuse policy. These requirements shall be the minimum requirements for complying with Section 161.371, RSMo, and may be supplemented at the discretion of the Contractor or Subcontractor.
2. The State of Missouri has a vital interest in protecting the safety of students and maintaining safe, healthful, and efficient working conditions for both the state and its’ Contractors’ and Subcontractors’ employees; and has determined that the educational and work environment is safer and more productive without the presence of illegal or inappropriate drugs, alcohol, or other substances in the body or on state property on which any state elementary or secondary school is located or being constructed or improved.
3. The use of illegal drugs, on or off duty, is inconsistent with law-abiding behavior expected of all persons. The use of illegal drugs, or abuse of alcohol or prescription drugs, may impair the ability of employees to perform tasks that are critical to proper work performance. The result is an increase in accidents and failures that pose a serious threat to the safety of all students, employees, visitors and the general public. Impaired employees also tend to be less productive, less reliable

and prone to greater absenteeism, resulting in the potential for increased cost and delays in the timely completion of contracts.

## **B. CONTRACTUAL REQUIREMENTS**

1. Each contract entered into for the performance of work on any public and charter elementary or secondary project subject to the control of the State of Missouri shall require that each Contractor and each Subcontractor have in place a drug and alcohol testing program consistent with this rule. These contractual requirements shall apply to Contractor and Subcontractor employees on public and charter elementary and secondary education construction projects that are subject to the control of the State of Missouri, including workers, new hires, replacements, and supervisory personnel. The Contractor and all Subcontractors shall comply with this contractual requirement. The State of Missouri shall determine, in its sole discretion, when this contractual requirement shall be applicable; and in such instances, any bid submitted in response to a request for proposal shall comply with this contractual requirement.
2. In order to be eligible to perform work on public and charter elementary and secondary education construction projects that are subject to the control by the State of Missouri, a Contractor must have and enforce a written drug and alcohol testing program incorporating the following testing requirements, terms and conditions applicable to all its employees, prospective employees and Subcontractors. Neither employee nor prospective employee of a Contractor or Subcontractor shall be permitted to work on public and charter elementary and secondary education construction projects that are subject to this rule unless such employee submits to testing as required by the contractual requirement required by this rule.
3. Each Contractor and Subcontractor subject to this rule shall train its' supervisory employees in methods that will allow them to recognize the signs and symptoms of substance abuse and to take action provided by this contractual requirement in a manner consistent with generally accepted safety training procedures.
4. Each Contractor and Subcontractor subject to this rule is responsible for the cost of developing, implementing, and enforcing its drug and alcohol testing program, including the cost of drug and alcohol testing of its employees provided by the contractual requirement required by this rule.
5. Each Contractor shall furnish a copy of its drug and alcohol testing program and certify that it and its' Subcontractors are in compliance with the provisions of this rule to the State of Missouri at the time it submits a bid for any contract with the State of Missouri for work on public and charter elementary and secondary education construction projects that are subject to the control of the State of Missouri. Additionally, each Subcontractor shall furnish a copy of its substance abuse testing program to the Contractor prior to commencement of work on public and charter elementary and secondary education construction projects that are subject to this contractual requirement. The Contractor may reject a Subcontractor's program as noncompliant with the contractual requirement required by this rule.

## **C. TESTING REQUIREMENTS**

1. **PRE-ENGAGEMENT TESTING:** Testing for all substances other than alcohol as described in this rule shall be conducted by each Contractor and Subcontractor for its employees or prospective employees within 120 days prior to any employee's appearance on a public and charter elementary and secondary education

construction project that is subject to this contractual requirement. Contractors' or Subcontractors' employees that can provide certification of a previous drug test occurring within 120 days or employees that have been subject during the preceding consecutive two (2) years to a random and periodic selection program that meets the standards as set forth in this rule and, if the employee actually has been tested, that indicates a negative result for each of the substances listed herein, may be exempted from pre-engagement testing provided by this rule. If the employee was not employed by the Contractor or Subcontractor that is his or her current employer at the time of the previous test, the employee may be exempted from pre-engagement testing only upon certification of the non-negative test directly from the administrator of the testing program that conducted the previous test.

2. **RANDOM TESTING:** All employees of the Contractor and Subcontractor shall be subject to random testing by the Contractor or Subcontractor. For employees holding a commercial driver license, the annualized drug and alcohol testing rate shall comply with 49 CFR Part 382, as may be amended from time to time and similar applicable regulations of the Federal Highway Administration. All other employees of the Contractor or Subcontractor shall be subject to testing for all substances other than alcohol at the random annualized selection rate of fifty (50) percent of the Contractor's or Subcontractor's employees. Employees selected for random testing shall report in a timely manner to the drug and alcohol testing laboratory or collection site where directed for drug and/or alcohol testing.
3. **PERIODIC TESTING:** All employees working on public and charter elementary and secondary education construction projects that are subject to this rule shall be subject to periodic and random testing for all substances other than alcohol on at least a biannual basis. Employees subject to periodic testing shall report in a timely manner as directed to the drug and alcohol testing laboratory or collection site for drug testing.
4. **REASONABLE SUSPICION TESTING:** All employees of the Contractor and Subcontractor on public and charter elementary and secondary education construction projects that are subject to this rule shall be subject to a drug and alcohol test when an employee is acting in an abnormal manner that leads a supervisory employee of the Contractor or Subcontractor to have reasonable suspicion that the employee is under the influence of alcohol or controlled substances. Reasonable suspicion means suspicion based on specific personal observations by the supervisory employee concerning the appearance, behavior, speech or breath odor of the employee.
5. **POST-ACCIDENT/INCIDENT TESTING:** All employees of Contractors and Subcontractors on public and charter elementary and secondary education construction projects who are subject to this rule shall be subject to a drug and alcohol test following an on-the-job injury requiring medical treatment or following a serious or potentially serious incident, including near misses, during which safety precautions were violated, persons were or could have been injured, unsafe instructions or orders were given, vehicles, equipment, or property was damaged, careless acts were performed, or when prescribed personal protective or safety equipment was not worn. Employees involved or who may have contributed to the incident, shall be subject to a drug and alcohol test. If it is impossible or impractical, because of the physical condition of the person involved in the accident to be subjected to drug and alcohol testing; and if in subsequent medical treatment, that person's blood or other bodily fluid will be drawn, then that blood or other bodily fluids may be analyzed for drugs and alcohol.

#### **D. SUBSTANCE ABUSE TESTING PROTOCOLS**

1. A Contractor or Subcontractor subject to the provisions of this rule shall perform pre-engagement, random, periodic, reasonable suspicion, and post-accident/incident testing in the following manner:
  - a. Drug Testing
    - 1) All urine samples collected under this program shall be analyzed by a laboratory certified by the National Institute on Drug Abuse/Substance Abuse and Mental Health Service Administration of the U.S. Department of Health and Human Services and shall include an initial Enzyme Multiplied Immunoassay Screening Test (EMIT) and, when necessary, confirmed by a Gas Chromatography /Mass Spectrometry (GC/MS) confirmation test. All samples confirmed by the laboratory as non-negative shall be interpreted as positive or negative by a Medical Review Officer licensed by the American Association of Medical Review Officers, American College of Occupational and Environmental Medicine, Medical Review Officer Certification Council, or American Society of Addiction Medicine.
  - b. Alcohol Testing
    - 1) The initial screening tests for alcohol shall be performed by using either a saliva test or a DOT approved breathalyzer.
    - 2) Alcohol confirmatory tests shall be performed by either a blood alcohol test or a DOT approved breathalyzer.
2. Testing for the presence of drugs or alcohol in an employee's system and the handling of test specimens shall be conducted in accordance with guidelines for laboratory testing procedures and chain-of-custody procedures established by the Substance Abuse and Mental Health Service Administration of the U.S. Department of Health and Human Services.
3. The program shall require notification to the employer and employee of the results of any non-negative drug and alcohol test and the Division of Facilities Management, Design and Construction shall be notified of the action taken to protect the safety of students as a result of such positive test, provided that no requirement of individual confidentiality of test results provided by federal law or regulation or state statute shall be violated in providing such notifications.

#### **E. THRESHOLD LIMITS**

1. All samples collected shall be analyzed by a laboratory certified by the Substance Abuse and Mental Health Service Administration of the U.S. Department of Health and Human Services, and shall include an initial Enzyme Multiplied Immunoassay Screening Test (EMIT) and, when necessary, confirmed by a Gas Chromatography/Mass Spectrometry (GC/MS) Confirmation Test. Said testing must screen, at a minimum, for the substances and levels of such substances provided by 49 CFR Part 40 and for alcohol as provided by 49 CFR Part 382, as may be amended from time to time. The levels that shall be deemed to result in a negative test result shall be defined by 49 CFR Part 40 and 49 CFR Part 382, as may be amended from time to time; provided that if such regulations shall no longer define substances and testing levels in the future, testing as required by this rule

shall screen for the following substances that shall not exceed the following levels in order to be deemed a negative test result:

| (EMIT) Confirmed<br>Initial Level<br>(ng/ml) | Cut-Off Level<br>(ng/ml) | (GC/MS) Confirmation Test |
|--|--------------------------|---------------------------|
| Drugs tested -----                           |                          |                           |
| *Amphetamines                                | 500                      | 250                       |
| Barbiturates                                 | 300                      | 200                       |
| Benzodiazepines                              | 300                      | 200                       |
| Cocaine Metabolite                           | 150                      | 100                       |
| Cannabinoids (Marijuana THC)                 | 50                       | 15                        |
| Methadone                                    | 300                      | 200                       |
| Opiates:                                     |                          |                           |
| Codeine/Morphine                             | 2000                     | 2000                      |
| Heroin Metabolite                            | 10                       | 10                        |
| Phencyclidine (PCP)                          | 25                       | 25                        |
| Propoxyphene                                 | 300                      | 200                       |
| Breath/Blood Alcohol Content (BAC)           | .04%                     | .04%                      |
| Removal from jobsite (BAC)                   | .0200-.0399%             | .0200%-.0399%             |

\*Note – includes Amphetamines, Methamphetamines and Ecstasy (MDMA).

#### F. REFUSAL TO SUBMIT TO TESTING/CONFIRMED POSITIVE RESULTS

1. Any employee of a Contractor or Subcontractor performing any duties or work that are subject to this rule who refuses to submit to testing or receives a confirmed positive test result for any of the substances indicated in Section E shall be required to immediately leave the construction site and be prohibited from returning to any construction site subject to control of the State of Missouri until evidence is provided of the completion of the reinstatement procedures as set forth in section G.
2. Determination for Violation of Policy
  - a. A confirmed positive drug or alcohol test.
  - b. Failure to contact the Medical Review Officer as directed.
  - c. Failure to report as directed for random testing.
  - d. The use, possession, sale or distribution of alcohol or a controlled illegal or unauthorized substance, or the presence of any employee with such ingested substances for non-medical reasons on a public and charter elementary and secondary education construction project subject to the control of the State of Missouri.
  - e. Working, reporting to work, being on a public and charter elementary and secondary education construction project that is subject to the control of the State of Missouri, or in a state or employer owned, leased or rented vehicle, while under the influence of alcohol (0.04% BAC or greater).

- f. Switching, adulterating or attempting to tamper with any sample submitted for drug or alcohol testing or otherwise interfering or attempting to interfere with the testing process.
- g. Refusal to submit a specimen for testing shall be deemed to be a positive test result and shall be subject to the same consequences as specimens tested and confirmed as positive.
- h. The use of a controlled substance by an individual other than the individual for whom the controlled substance was prescribed or the abuse of a controlled substance by the individual for whom it was prescribed.

## **G. REINSTATEMENT PROCEDURES**

- 1. An employee receiving a confirmed positive test result for any of the substances indicated in Section 5 may return to work on a public and charter elementary and secondary education construction project that is subject to the control of the State of Missouri only after the following conditions have been satisfied:
  - a. Evidence is submitted to the Contractor or Subcontractor that the employee has completed or is actively participating in an approved drug/alcohol assessment, treatment, and/or counseling program. The costs of this assessment, treatment or program need not be borne by the Contractor or Subcontractor.
  - b. Evidence is submitted of the employee passing of a drug and alcohol test that meets the requirements of Sections E and F of this rule. The costs of this subsequent retesting need not be borne by the Contractor or Subcontractor.
  - c. The employee shall be subject to additional random drug and alcohol testing on a monthly basis while on any public and charter elementary and secondary education construction project that is subject to the control of the State of Missouri. The costs of this additional testing, treatment or program need not be borne by the Contractor or Subcontractor.
  - d. An employee known by the Contractor or Subcontractor to have previously had a positive test result who receives a second or subsequent confirmed positive test result in connection with subsequent testing required by this Section H of this rule shall be removed by the Contractor or Subcontractor from all public and charter elementary and secondary education construction projects that are subject to the control of the State of Missouri. The employee shall not return to work on any public and charter elementary and secondary education construction project subject to this rule until that the employee has completed an approved drug/alcohol assessment, treatment, and/or counseling program; and until after evidence is submitted of the employee passing of a drug and alcohol test that meets the requirements of sections E and F of this rule and that indicates a blood alcohol concentration of less than 0.02 percent.

## **H. COMPLIANCE DETERMINATION**

- 1. The State of Missouri may audit any substance abuse testing program implemented pursuant to this contractual requirement to verify compliance, upon at least 24 hours notice by the State to the Contractor of its intent to audit. The State shall have free access to all relevant records of the Contractor and its Subcontractors for this purpose.

2. Any portion of this program that is in violation of applicable federal or state law or regulation shall be deemed unenforceable.

### **3.7 DISRUPTION OF UTILITIES**

- A. The Contractor shall give a minimum of 72 hours written notice to the Construction Representative and Facility Representative before disconnecting electric, gas, water, fire protection, or sewer service to any building.
- B. The contractor shall give a minimum of 72 hours written notice to the Construction Representative and Facility Representative before closing any access drives and shall make temporary access available if possible. The contractor shall not obstruct streets, walks, or parking.

**END OF SECTION 01 35 13.13**

## SECTION 015000 – CONSTRUCTION FACILITIES AND TEMPORARY CONTROLS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section includes requirements for construction facilities and temporary controls including temporary utilities, support facilities, security, and protection.
- B. Temporary utilities include, but are not limited to, the following:
  - 1. Water service and distribution
  - 2. Temporary electric power and light
  - 3. Temporary heat
  - 4. Ventilation
  - 5. Telephone service
  - 6. Sanitary facilities, including drinking water
  - 7. Storm and sanitary sewer
- C. Support facilities include, but are not limited to, the following:
  - 1. Field offices and storage sheds
  - 2. Temporary roads and paving
  - 3. Dewatering facilities and drains
  - 4. Temporary enclosures
  - 5. Hoists and temporary elevator use
  - 6. Temporary project identification signs and bulletin boards
  - 7. Waste disposal services
  - 8. Rodent and pest control
  - 9. Construction aids and miscellaneous services and facilities
- D. Security and protection facilities include, but are not limited to, to following:
  - 1. Temporary fire protection
  - 2. Barricades, warning signs, and lights
  - 3. Sidewalk bridge or enclosure fence for the site
  - 4. Environmental protection

#### 1.3 SUBMITTALS

- A. Temporary Utilities: Submit reports of tests, inspections, meter readings, and similar procedures performed on temporary utilities.



- B. Implementation and Termination Schedule: Within (15) days of the date established for commencement of the Work, submit a schedule indicating implementation and termination of each temporary utility.

#### 1.4 QUALITY ASSURANCE

- A. Regulations: Comply with industry standards and applicable laws and regulations including, but not limited to, the following:
  - 1. Building code requirements
  - 2. Health and safety regulations
  - 3. Utility company regulations
  - 4. Police, fire department, and rescue squad rules
  - 5. Environmental protection regulations
- B. Standards: Comply with NFPA 241 "Standard for Safeguarding Construction, Alterations, and Demolition Operations". ANSI A10 Series standards for "Safety Requirements for Construction and Demolition", and NECA Electrical Design Library "Temporary Electrical Facilities".
  - 1. Electrical Service: Comply with NEMA, NECA, and UL standards and regulations for temporary electric service. Install service in compliance with NFPA 70 "National Electric Code".
- C. Inspections: Arrange for authorities having jurisdiction to inspect and test each temporary utility before use. Obtain required certifications and permits.

#### 1.5 PROJECT CONDITIONS

- A. Temporary Utilities: Prepare a schedule indicating dates for implementation and termination of each temporary utility. At the earliest feasible time, when acceptable to the Owner, change over from use of temporary service to use of permanent service.
- B. Conditions of Use: Keep temporary services and facilities clean and neat in appearance. Operate in a safe and efficient manner. Relocate temporary services and facilities as the Work progresses. Do not overload facilities or permit them to interfere with progress. Take necessary fire-prevention measures. Do not allow hazardous, dangerous, or unsanitary conditions, or public nuisances to develop or persist onsite.

### PART 2 - PRODUCTS

#### 2.1 MATERIALS

- A. General: Provide new materials. If acceptable to the Designer, the Contractor may use undamaged, previously used materials in serviceable condition. Provide materials suitable for use intended.
- B. Lumber and Plywood:
  - 1. For job-built temporary office, shops, and sheds within the construction area, provide UL-labeled, fire-treated lumber and plywood for framing, sheathing, and siding.
  - 2. For signs and directory boards, provide exterior-type, Grade B-B high-density concrete form overlay plywood of sized and thicknesses indicated.

3. For fences and vision barriers, provide minimum 3/9" (9.5mm) thick exterior plywood.
  4. For safety barriers, sidewalk bridges, and similar uses, provide minimum 5/8" (16mm) thick exterior plywood.
- C. Gypsum Wallboard: Provide gypsum wallboard on interior walls of temporary offices.
- D. Roofing Materials: Provide UL Class A standard-weight asphalt shingles or UL Class C mineral-surfaced roll roofing on roofs of job-built temporary office, shops, and shed.
- E. Paint: Comply with requirements of Division 9 Section "Painting".
1. For job-built temporary offices, shops, sheds, fences, and other exposed lumber and plywood, provide exterior-grade acrylic-latex emulsion over exterior primer.
  2. For sign panels and applying graphics, provide exterior-grade alkyd gloss enamel over exterior primer.
  3. For interior walls of temporary offices, provide two (2) quarts interior latex-flat wall paint.
- F. Tarpaulins: Provide waterproof, fire-resistant, UL-labeled tarpaulins with flame-spread rating of (15) or less. For temporary enclosures, provide translucent, nylon-reinforced laminated polyethylene or polyvinyl chloride, fire-retardant tarpaulins.
- G. Water: Provide potable water approved by local health authorities.
- H. Open-Mesh Fencing: Provide 0.120" (3mm) thick, galvanized 2" (50mm) chainlink fabric fencing 6' (2m) high with galvanized steel pipe posts, 1½" (38mm) ID for line posts and 2½" (64mm) ID for corner posts.

## 2.2 EQUIPMENT

- A. General: Provide new equipment. If acceptable to the Designer, the Contractor may use undamaged, previously used equipment in serviceable condition. Provide equipment suitable for use intended.
- B. Water Hoses: Provide ¾" (19mm), heavy-duty, abrasion-resistant, flexible rubber hoses 100' (30m) long, with pressure rating greater than the maximum pressure of the water distribution system. Provide adjustable shutoff nozzles at hose discharge.
- C. Electrical Outlets: Provide properly configured, NEMA-polarized outlets to prevent insertion of 110 to 120V plugs into higher voltage outlets. Provide receptacle outlets equipped with ground-fault circuit interrupters, reset button, and pilot light for connection of power tools and equipment.
- D. Electrical Power Cords: Provide grounded extension cords. Use hard-service cords where exposed to abrasion and traffic. Provide waterproof connectors to connect separate lengths of electric cords if single lengths will not reach areas where construction activities are in progress. Do not exceed safe length-voltage rating.
- E. Lamps and Light Fixtures: Provide general service incandescent lamps of wattage required for adequate illumination. Provide guard cages or tempered-glass enclosures where exposed to breakage. Provide exterior fixture where exposed to moisture.
- F. Heating Units: Provide temporary heating units that have been tested and labeled by UL, FM, or another recognized trade association related to the type of fuel being consumed.

- G. Temporary Offices: Provide prefabricated or mobile units or similar job-built construction with lockable entrances, operable windows, and serviceable finishes. Provide heated and air-conditioned units on foundations adequate for normal loading.
- H. Temporary Toilet Units: Provide self-contained, single-occupant toilet units of the chemical, aerated re-circulation, or combustion type. Provide units properly vented and fully enclosed with a glass-fiber-reinforced polyester shell or similar nonabsorbent material.
- I. Fire Extinguishers: Provide hand-carried, portable, UL-rated, Class A fire extinguishers for temporary offices and similar spaces. In other locations, provide hand-carried, portable, UL-rated, Class ABC, dry-chemical extinguishers, or a combination of extinguishers of NFPA-recommended classes for the exposures.
  - 1. Comply with NFPA 10 and NFPA 241 for classification, extinguishing agent, and size required by location and class of fire exposure.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Use qualified personnel for installation of temporary facilities. Locate facilities where they will serve the Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required.
- B. Provide each Facility ready for use when needed to avoid delay. Maintain and modify as required. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

### 3.2 TEMPORARY UTILITY INSTALLATION

- A. General: Engage the appropriate local utility company to install temporary service or connect to existing service. Where company provides only part of the service, provide the remainder with matching, compatible materials and equipment. Comply with company recommendations.
  - 1. Arrange with company and existing users for a time when service can be interrupted, if necessary, to make connections for temporary services.
  - 2. Provide adequate capacity at each stage of construction. Prior to temporary utility availability, provide trucked-in services.
  - 3. Obtain easements to bring temporary utilities to the site where the Owner's easements cannot be used for that purpose.
  - 4. Use Charges: Cost or use charges for temporary facilities are not chargeable to the Owner or Designer. Neither the Owner nor Designer will accept cost or use charges as a basis of claims for Contract Change.
- B. Temporary Electric Power Service: Provide weatherproof, grounded electric power service and distribution system of sufficient size, capacity, and power characteristics during construction period. Include meters, transformers, overload-protected disconnects, automatic ground-fault interrupters, and main distribution switch gear.
  - 1. Install electric power service underground, except where overhead service must be used.
  - 2. Power Distribution System: Install wiring overhead and rise vertically where least exposed to damage. Where permitted, wiring circuits not exceeding 125V, AC 20ampere rating, and lighting circuits may be nonmetallic sheathed cable where overhead and exposed for surveillance.

- C. Temporary Electric Power Service: The Owner will provide electric power for construction lighting and power tools. Contractors using such services shall pay all costs of temporary services, circuits, outlet, extensions, etc.
- D. Temporary Lighting: When overhead floor or roof deck has been installed, provide temporary lighting with local switching.
  - 1. Install and operate temporary lighting that will fulfill security and protection requirements without operating the entire system. Provide temporary lighting that will provide adequate illumination for construction operations and traffic conditions.
- E. Temporary Heating: Provide temporary heat required by construction activities for curing or drying of completed installations or for protection of installed construction from adverse effects of low temperatures or high humidity. Select safe equipment that will not have a harmful effect on completed installations or elements being installed. Coordinate ventilation requirements to produce the ambient condition required and minimize consumption of energy.
  - 1. Heating Facilities: Except where the Owner authorizes use of the permanent system, provide vented, self-contained, LP gas or fuel-oil heaters with individual space thermostatic control.
  - 2. Use of gasoline-burning space heaters, open flame, or salamander heating units is prohibited.
- F. Temporary Heating and Cooling: The normal heating and/or cooling system of the building shall be maintained in operation during the construction. Should the Contractor find it necessary to interrupt the normal HVAC service to spaces, which have not been vacated for construction, such interruptions shall be pre-scheduled with the Construction Representative.
- G. Temporary Telephones: Provide temporary telephone service throughout the construction period for all personnel engaged in construction activities.
  - 1. Telephone Lines: Provide telephone lines for the following:
    - a. Where an office has more than two (2) occupants, install a telephone for each additional occupant or pair of occupants.
    - b. Provide a dedicated telephone for a fax machine in the field office.
    - c. Provide a separate line for the Owner's use.
  - 2. At each telephone, post a list of important telephone numbers.
- H. Temporary Telephones: The Owner will provide telephones within the facility. All construction personnel will be allowed access only to those specific telephones designated by the Construction Representative.
- A. Temporary Toilets: Install self-contained toilet units. Use of pit-type privies will not be permitted. Comply with regulations and health codes for the type, number, location, operation, and maintenance of fixtures and facilities. Install where facilities will best serve the Project's needs.
  - 1. Shield toilets to ensure privacy.
  - 2. Provide separate facilities for male and female personnel.
  - 3. Provide toilet tissue materials for each facility.
- B. Wash Facilities: Install wash facilities supplied with potable water at convenient locations for personnel involved in handling materials that require wash-up for a health and sanitary

condition. Dispose of drainage properly. Supply cleaning compounds appropriate for each condition.

1. Provide paper towels or similar disposable materials for each facility.
  2. Provide covered waste containers for used material.
  3. Provide safety showers, eyewash fountains, and similar facilities for convenience, safety, and sanitation of personnel.
- C. Drinking-Water Facilities: Provide drinking-water fountains for personnel engaged in construction activities.
- D. Provide earthen embankments and similar barriers in and around excavations and subgrade construction, sufficient to prevent flooding by runoff of storm water from heavy rains.

### 3.3 SUPPORT FACILITIES INSTALLATION

- A. General: Locate field offices, storage sheds, and other temporary construction and support facilities for easy access.
1. Maintain support facilities until near Substantial Completion. Remove prior to Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to the Owner.
- B. Field Offices: Provide insulated, weathertight temporary offices of sufficient size to accommodate required office personnel at the Project site. Keep the office clean and orderly for use for small progress meetings. Furnish and equip office as follows:
1. Furnish with a desk and chairs, a 4-drawer file cabinet, plan table, plan rack, and a 6-shelf bookcase.
  2. Equip with a water cooler and private toilet complete with water closet, lavatory, and medicine cabinet unit with a mirror.
- C. Storage Facilities: No areas for storage of building materials can be made available onsite. The Contractor shall provide for all storage offsite. All off-site storage locations shall be approved by the Construction Representative. The Contractor shall provide their own security as they find necessary. The Construction Representative shall have access to the off-site storage at all times.
- D. Construction Parking: Parking at the site will be provided in the areas designated at the Pre-Construction Meeting.
- E. Dewatering Facilities and Drains: For temporary drainage and dewatering facilities and operations not directly associated with construction activities included under individual Sections, comply with dewatering requirements of applicable Division 2 Sections. Where feasible, utilize the same facilities. Maintain the site, excavations, and construction free of water.
- F. Temporary Enclosures: Provide temporary enclosures for protection of construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities.
1. Where heat is needed and the permanent building enclosure is not complete, provide temporary enclosures where there is no other provision for containment of heat. Coordinate enclosure with ventilating and materials drying or curing requirements to avoid dangerous conditions and effects.
  2. Install tarpaulins securely with incombustible wood framing and other materials. Close openings of 25SqFt (2.3SqM) or less with plywood or similar materials.

3. Close openings through floor or roof decks and horizontal surfaces with load-bearing, wood-framed construction.
  4. Where temporary wood or plywood enclosure exceeds 100SqFt (9.2SqM) in area, use UL-labeled, fire-retardant-treated material for framing and main sheathing.
- G. Temporary Lifts and Hoists: Provide facilities for hoisting materials and employees. Truck cranes and similar devices used for hoisting materials are considered "tools and equipment" and not temporary facilities.
- H. Project Identification and Temporary Signs: Prepare project identification and other signs of size indicated. Install signs where indicated to inform the public and persons seeking entrance to the Project. Support on posts or framing of preservative-treated wood or steel. Do not permit installation of unauthorized signs.
1. Project Identification Signs: Engage an experienced sign painter to apply graphics. Comply with details indicated.
  2. Temporary Signs: Prepare signs to provide directional information to construction personnel and visitors.
- I. Temporary Exterior Lighting: Install exterior yard and sign lights so signs are visible when Work is being performed.
- J. Collection and Disposal of Waste: Collect waste from construction areas and elsewhere daily. Comply with requirements of NFPA 241 for removal of combustible waste material and debris. Enforce requirements strictly. Do not hold materials more than seven (7) days during normal weather or three (3) days when the temperature is expected to rise above 80°F (27°C). Handle hazardous, dangerous, or unsanitary waste materials separately from other waste by containerizing properly. Dispose of material lawfully.
- K. Rodent Pest Control: Before deep foundation work has been completed, retain a local exterminator or pest control company to recommend practices to minimize attraction and harboring of rodents, roaches, and other pests. Employ this service to perform extermination and control procedures at regular intervals so the Project will be free of pests and their residues at Substantial Completion. Perform control operations lawfully, using environmentally safe materials.

### 3.4 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Except for use of permanent fire protection as soon as available, do not change over from use of temporary security and protection facilities to permanent facilities until Substantial Completion, or longer, as requested by the Designer.
- B. Temporary Fire Protection: Until fire-protection needs are supplied by permanent facilities, install and maintain temporary fire-protection facilities of the types needed to protect against reasonable predictable and controllable fire losses. Comply with NFPA 10 "Standard for Portable Fire Extinguishers" and NFPA 241 "Standard for Safeguarding Construction, Alterations, and Demolition Operations".
1. Locate fire extinguishers where convenient and effective for their intended purpose, but not less than one (1) extinguisher on each floor at or near each usable stairwell.
  2. Store combustible materials in containers in fire-safe locations.
  3. Maintain unobstructed access to fire extinguishers, fire hydrants, temporary fire-protection facilities, stairways, and other access routes for fighting fires. Prohibit smoking in hazardous fire-exposure areas.

4. Provide supervision of welding operations, combustion-type temporary heating units, and similar sources of fire ignition.
- C. Permanent Fire Protection: At the earliest feasible date in each area of the Project complete installation of the permanent fire-protection facility including connected services and place into operation and use. Instruct key personnel on use of facilities.
- D. Barricades, Warning Signs, and Lights: Comply with standards and code requirements for erection of structurally adequate barricades. Paint with appropriate colors, graphics, and warning signs to inform personnel and the public of the hazard being protected against. Where appropriate and needed, provide lighting including flashing red or amber lights.
- E. Enclosure Fence: Before excavation begins, install an enclosure fence with lockable entrance gates. Locate where indicated, or enclose the entire site or the portion determined sufficient to accommodate construction operations. Install in a manner that will prevent people, dogs, and other animals from easily entering the site, except by the entrance gates.
  1. Provide open-mesh, chainlink fencing with posts set in a compacted mixture of gravel and earth.
  2. Provide plywood fence, 8' (2.5m) high, framed with (4) 2"x4" (50mm x 100mm) rails, and preservative-treated wood posts spaced not more than 8' (2.5m) apart.
- F. Covered Walkway: Erect a structurally adequate, protective covered walkway for passage of persons along the adjacent public street. Coordinate with entrance gates, other facilities, and obstructions. Comply with regulations of authorities having jurisdiction.
  1. Construct covered walkways using scaffold or shoring framing. Provide wood plank overhead decking, protective plywood enclosure walls, handrails, barricades, warning signs, lights, safe and well-drained walkways, and similar provisions for protection and safe passage. Extend the back wall beyond the structure to complete the enclosure fence. Paint and maintain in a manner acceptable to the Owner and the Designer.
- G. Security Enclosure and Lockup: Install substantial temporary enclosure of partially completed areas of construction. Provide locking entrances to prevent unauthorized entrance, vandalism, theft, and similar violations of security.
  1. Storage: Where materials and equipment must be stored and are of value or attractive for theft, provide a secure lockup. Enforce discipline in connection with the installation and release of material to minimize the opportunity for theft and vandalism.
- H. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction in ways and by methods that comply with environmental regulations and minimize the possibility that air, waterways, and subsoil might be contaminated or polluted or that other undesirable effects might result. Avoid use of tools and equipment that produce harmful noise. Restrict use of noisemaking tools and equipment to hours that will minimize complaints from persons or firms near the site.

### 3.5 OPERATION, TERMINATION AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. Limit availability of temporary facilities to essential and intended uses to minimize waste and abuse.

- B. Maintenance: Maintain facilities in good operating condition until removal. Protect from damage by freezing temperatures and similar elements.
  - 1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.
  - 2. Protection: Prevent water-filled piping from freezing. Maintain markers for underground lines. Protect from damage during excavation operations.
- C. Termination and Removal: Unless the Designer requests that it be maintained longer, remove each temporary facility when the need has ended, when replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with the temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
  - 1. Materials and facilities that constitute temporary facilities are the Contractor's property. The Owner reserves the right to take possession of project identification signs.
  - 2. Remove temporary paving not intended for or acceptable for integration into permanent paving. Where the area is intended for landscape development, remove soil and aggregate fill that do not comply with requirements for fill or subsoil in the area. Remove materials contaminated with road oil, asphalt and other petrochemical compounds, and other substances that might impair growth of plant materials or lawns. Repair or replace street paving, curbs, and sidewalks at the temporary entrances as required by the governing authority.
  - 3. At Substantial Completion, clean and renovate permanent facilities used during the construction period including, but not limited to, the following:
    - a. Replace air filters and clean inside of ductwork and housing.
    - b. Replace significantly worn parts and parts subject to unusual operating conditions.
    - c. Replace lamps burned out or noticeably dimmed by hours of use.

END OF SECTION 015000



## SECTION 017400 – CLEANING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for cleaning during the Project.
- B. Environmental Requirements: Conduct cleaning and waste-disposal operations in compliance with local laws and ordinances. Comply fully with federal and local environmental and anti-pollution regulations.
  - 1. Do not dispose of volatile wastes such as mineral spirits, oil, or paint thinner in storm or sanitary drains.
  - 2. Burning or burying of debris, rubbish, or other waste material on the premises is not permitted.

### PART 2 - PRODUCTS

#### 2.1 MATERIALS

- A. Cleaning Agents: Use cleaning materials and agents recommended by the manufacturer or fabricator for the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

### PART 3 - EXECUTION

#### 3.1 PROGRESS CLEANING

- A. General
  - 1. Retain all stored items in an orderly arrangement allowing maximum access, not impeding drainage or traffic, and providing the required protection of materials.
  - 2. Do not allow the accumulation of scrap, debris, waste material, and other items not required for construction of this Work.
  - 3. At least twice each month, and more often if necessary, completely remove all scrap, debris, and waste material from the jobsite.
  - 4. Provide adequate storage for all items awaiting removal from the jobsite, observing all requirements for fire protection and protection of the ecology.
- B. Site
  - 1. Daily, inspect the site and pick up all scrap, debris, and waste material. Remove all such items to the place designated for their storage.
  - 2. Weekly, inspect all arrangements of materials stored onsite. Re-stack, tidy, or otherwise service all material arrangements.
  - 3. Maintain the site in a neat and orderly condition at all times.

C. Structures

1. Daily, inspect the structures and pick up all scrap, debris, and waste material. Remove all such items to the place designated for their storage.
2. Weekly, sweep all interior spaces clean. "Clean" for the purposes of this paragraph, shall be interpreted as meaning free from dust and other material capable of being removed by use of reasonable effort and handheld broom.
3. In preparation for installation of succeeding materials, clean the structures or pertinent portions thereof to the degree of cleanliness recommended by the manufacturer of the succeeding material, using all equipment and materials required to achieve the required cleanliness.
4. Following the installation of finish floor materials, clean the finish floor daily while work is being performed in the space in which finish materials have been installed. "Clean" for the purposes of this subparagraph, shall be interpreted as meaning free from all foreign material which, in the opinion of the Construction Representative, may be injurious to the finish of the finish floor material.

3.2 FINAL CLEANING

- A. General: Provide final cleaning operations when indicated. Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit of Work to the condition expected from a commercial building cleaning and maintenance program. Comply with manufacturer's instructions.
- B. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for the entire Project or a portion of the Project.
1. Clean the Project Site, yard and grounds, in areas disturbed by construction activities including landscape development areas, of rubbish, waste material, litter, and foreign substances.
  2. Sweep paved areas broom clean. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
  3. Remove petrochemical spills, stains, and other foreign deposits.
  4. Remove tools, construction equipment, machinery, and surplus material from the site.
  5. Remove snow and ice to provide safe access to the building.
  6. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
  7. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
  8. Broom clean concrete floors in unoccupied spaces.
  9. Vacuum clean carpet and similar soft surfaces removing debris and excess nap. Shampoo, if required.
  10. Clean transparent material, including mirrors and glass in doors and windows. Remove glazing compounds and other substances that are noticeable vision-obscuring materials. Replace chipped or broken glass and other damaged transparent materials. Polish mirrors and glass, taking care not to scratch surfaces.
  11. Remove labels that are not permanent labels.

12. Touch up and otherwise repair and restore marred, exposed finishes and surfaces. Replace finishes and surfaces that cannot be satisfactorily repaired or restored or that already show evidence of repair or restoration.
    - a. Do not paint over "UL" and similar labels, including mechanical and electrical nameplates.
  13. Wipe surfaces of mechanical and electrical equipment, elevator equipment, and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
  14. Clean plumbing fixtures to a sanitary condition free of stains, including stains resulting from water exposure.
  15. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
  16. Clean ducts, blowers, and coils if units were operated without filters during construction
  17. Clean food-service equipment to a sanitary condition, ready and acceptable for its intended use.
  18. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency. Replace burned-out bulbs and defective and noisy starters in fluorescent and mercury vapor fixtures.
  19. Leave the Project clean and ready for occupancy.
- C. Pest Control: Engage an experienced, licensed exterminator to make a final inspection and rid the Project of rodents, insects, and other pests. Comply with regulations of local authorities.
- D. Removal of Protection: Remove temporary protection and facilities installed during construction to protect previously completed installations during the remainder of the construction period.
- E. Compliances: Comply with governing regulations and safety standards for cleaning operations. Remove waste materials from the site and dispose of lawfully.
1. Where extra materials of value remain after Final Acceptance by the Owner, they become the Owner's property.

END OF SECTION 017400

## **SECTION 017900 - DEMONSTRATION AND TRAINING**

### **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. Section includes administrative and procedural requirements for instructing Owner's personnel, including the following:
  - 1. Demonstration of operation of systems, subsystems, and equipment.
  - 2. Training in operation and maintenance of systems, subsystems, and equipment.
  - 3. Demonstration and training video recordings.

#### **1.3 INFORMATIONAL SUBMITTALS**

- A. Instruction Program: Submit outline of instructional program for demonstration and training, including a list of training modules and a schedule of proposed dates, times, length of instruction time, and instructors' names for each training module. Include learning objective and outline for each training module.
- B. Attendance Record: For each training module, submit list of participants and length of instruction time.
- C. Evaluations: For each participant and for each training module, submit results and documentation of performance-based test.

#### **1.4 CLOSEOUT SUBMITTALS**

- A. Demonstration and Training Video Recordings: Submit two copies within seven days of end of each training module.
  - 1. Identification: On each copy, provide an applied label with the following information:
    - a. Name of Project.
    - b. Name and address of videographer.
    - c. Name of Architect.
    - d. Name of Construction Manager.
    - e. Name of Contractor.
    - f. Date of video recording.
  - 2. Transcript: Prepared in PDF electronic format. Include a cover sheet with same label information as the corresponding video recording and a table of contents with links to corresponding training components. Include name of Project and date of video recording on each page.

3. At completion of training, submit complete training manual(s) for Owner's use in PDF electronic file format on compact disc.

## **1.5 QUALITY ASSURANCE**

- A. Facilitator Qualifications: A firm or individual experienced in training or educating maintenance personnel in a training program similar in content and extent to that indicated for this Project, and whose work has resulted in training or education with a record of successful learning performance.
- B. Instructor Qualifications: A factory-authorized service representative experienced in operation and maintenance procedures and training.
- C. Preinstruction Conference: Conduct conference at Project site to comply with requirements in Section 013100 "Coordination". Review methods and procedures related to demonstration and training including, but not limited to, the following:
  1. Inspect and discuss locations and other facilities required for instruction.
  2. Review and finalize instruction schedule and verify availability of educational materials, instructors' personnel, audiovisual equipment, and facilities needed to avoid delays.
  3. Review required content of instruction.
  4. For instruction that must occur outside, review weather and forecasted weather conditions and procedures to follow if conditions are unfavorable.

## **1.6 COORDINATION**

- A. Coordinate instruction schedule with Owner's operations. Adjust schedule as required to minimize disrupting Owner's operations and to ensure availability of Owner's personnel.
- B. Coordinate instructors, including providing notification of dates, times, length of instruction time, and course content.
- C. Coordinate content of training modules with content of approved emergency, operation, and maintenance manuals. Do not submit instruction program until operation and maintenance data has been reviewed and approved by Architect.

## **PART 2 - PRODUCTS**

### **2.1 INSTRUCTION PROGRAM**

- A. Program Structure: Develop an instruction program that includes individual training modules for each system and for equipment not part of a system, as required by individual Specification Sections.
- B. Training Modules: Develop a learning objective and teaching outline for each module. Include a description of specific skills and knowledge that participant is expected to master. For each module, include instruction for the following as applicable to the system, equipment, or component:
  1. Basis of System Design, Operational Requirements, and Criteria: Include the following:

- a. System, subsystem, and equipment descriptions.
  - b. Performance and design criteria if Contractor is delegated design responsibility.
  - c. Operating standards.
  - d. Regulatory requirements.
  - e. Equipment function.
  - f. Operating characteristics.
  - g. Limiting conditions.
  - h. Performance curves.
2. Documentation: Review the following items in detail:
- a. Emergency manuals.
  - b. Operations manuals.
  - c. Maintenance manuals.
  - d. Project record documents.
  - e. Identification systems.
  - f. Warranties and bonds.
  - g. Maintenance service agreements and similar continuing commitments.
3. Emergencies: Include the following, as applicable:
- a. Instructions on meaning of warnings, trouble indications, and error messages.
  - b. Instructions on stopping.
  - c. Shutdown instructions for each type of emergency.
  - d. Operating instructions for conditions outside of normal operating limits.
  - e. Sequences for electric or electronic systems.
  - f. Special operating instructions and procedures.
4. Operations: Include the following, as applicable:
- a. Startup procedures.
  - b. Equipment or system break-in procedures.
  - c. Routine and normal operating instructions.
  - d. Regulation and control procedures.
  - e. Control sequences.
  - f. Safety procedures.
  - g. Instructions on stopping.
  - h. Normal shutdown instructions.
  - i. Operating procedures for emergencies.
  - j. Operating procedures for system, subsystem, or equipment failure.
  - k. Seasonal and weekend operating instructions.
  - l. Required sequences for electric or electronic systems.
  - m. Special operating instructions and procedures.
5. Adjustments: Include the following:
- a. Alignments.
  - b. Checking adjustments.
  - c. Noise and vibration adjustments.
  - d. Economy and efficiency adjustments.

6. Troubleshooting: Include the following:
  - a. Diagnostic instructions.
  - b. Test and inspection procedures.
7. Maintenance: Include the following:
  - a. Inspection procedures.
  - b. Types of cleaning agents to be used and methods of cleaning.
  - c. List of cleaning agents and methods of cleaning detrimental to product.
  - d. Procedures for routine cleaning
  - e. Procedures for preventive maintenance.
  - f. Procedures for routine maintenance.
  - g. Instruction on use of special tools.
8. Repairs: Include the following:
  - a. Diagnosis instructions.
  - b. Repair instructions.
  - c. Disassembly; component removal, repair, and replacement; and reassembly instructions.
  - d. Instructions for identifying parts and components.
  - e. Review of spare parts needed for operation and maintenance.

## **PART 3 - EXECUTION**

### **3.1 PREPARATION**

- A. Assemble educational materials necessary for instruction, including documentation and training module. Assemble training modules into a training manual organized in coordination with requirements in Section 007213 "General Conditions".
- B. Set up instructional equipment at instruction location.

### **3.2 INSTRUCTION**

- A. Engage qualified instructors to instruct Owner's personnel to adjust, operate, and maintain systems, subsystems, and equipment not part of a system.
  1. Architect will furnish an instructor to describe basis of system design, operational requirements, criteria, and regulatory requirements.
  2. Owner will furnish an instructor to describe Owner's operational philosophy.
  3. Owner will furnish Contractor with names and positions of participants.
- B. Scheduling: Provide instruction at mutually agreed on times. For equipment that requires seasonal operation, provide similar instruction at start of each season.
  1. Schedule training with Owner with at least seven days' advance notice.

- C. Training Location and Reference Material: Conduct training on-site in the completed and fully operational facility using the actual equipment in-place. Conduct training using final operation and maintenance data submittals.
- D. Cleanup: Collect used and leftover educational materials and remove from Project site. Remove instructional equipment. Restore systems and equipment to condition existing before initial training use.

### **3.3 DEMONSTRATION AND TRAINING VIDEO RECORDINGS**

- A. General: Engage a qualified commercial videographer to record demonstration and training video recordings. Record each training module separately. Include classroom instructions and demonstrations, board diagrams, and other visual aids, but not student practice.
  - 1. At beginning of each training module, record each chart containing learning objective and lesson outline.
- B. Video: Provide minimum 640 x 480 video resolution converted to format file type acceptable to Owner, on electronic media.
  - 1. Electronic Media: Read-only format compact disc acceptable to Owner, with commercial-grade graphic label.
  - 2. File Hierarchy: Organize folder structure and file locations according to project manual table of contents. Provide complete screen-based menu.
  - 3. File Names: Utilize file names based upon name of equipment generally described in video segment, as identified in Project specifications.
  - 4. Contractor and Installer Contact File: Using appropriate software, create a file for inclusion on the Equipment Demonstration and Training DVD that describes the following for each Contractor involved on the Project, arranged according to Project table of contents:
    - a. Name of Contractor/Installer.
    - b. Business address.
    - c. Business phone number.
    - d. Point of contact.
    - e. E-mail address.
- C. Recording: Mount camera on tripod before starting recording, unless otherwise necessary to adequately cover area of demonstration and training. Display continuous running time.
  - 1. Film training session(s) in segments not to exceed 15 minutes.
    - a. Produce segments to present a single significant piece of equipment per segment.
    - b. Organize segments with multiple pieces of equipment to follow order of Project Manual table of contents.
    - c. Where a training session on a particular piece of equipment exceeds 15 minutes, stop filming and pause training session. Begin training session again upon commencement of new filming segment.
- D. Light Levels: Verify light levels are adequate to properly light equipment. Verify equipment markings are clearly visible prior to recording.



1. Furnish additional portable lighting as required.
- E. Narration: Describe scenes on video recording by audio narration by microphone while video recording is recorded. Include description of items being viewed.
- F. Transcript: Provide a transcript of the narration. Display images and running time captured from videotape opposite the corresponding narration segment.
- G. Preproduced Video Recordings: Provide video recordings used as a component of training modules in same format as recordings of live training.

**END OF SECTION 017900**

## SECTION 051200 - STRUCTURAL STEEL FRAMING

### PART 1 - GENERAL

#### 1.01 RELATED DOCUMENTS

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

#### 1.02 SUMMARY

- A. Section Includes:
  - 1. Structural steel.
  - 2. Grout.
- B. Related Sections:

#### 1.03 DEFINITIONS

- A. Structural Steel: Elements of structural-steel frame, as classified by AISC 303, "Code of Standard Practice for Steel Buildings and Bridges."

#### 1.04 PERFORMANCE REQUIREMENTS

- A. Connections: Provide details of simple shear connections required by the Contract Documents to be selected or completed by structural-steel fabricator, including comprehensive engineering analysis by a qualified professional engineer, to withstand loads indicated and comply with other information and restrictions indicated.
  - 1. Select and complete connections using AISC "Manual of Steel Construction."
  - 2. Use ASD; data are given at service-load level.
- B. Moment Connections: Type PR, partially or FR, fully restrained as indicated on drawings.

#### 1.05 ACTION SUBMITTALS: Comply with Division 01.

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: Show fabrication of structural-steel components.
  - 1. Include details of cuts, connections, splices, camber, holes, and other pertinent data.
  - 2. Include embedment drawings.
  - 3. Indicate welds by standard AWS symbols, distinguishing between shop and field welds, and show size, length, and type of each weld. Show backing bars that are to be removed and supplemental fillet welds where backing bars are to remain.
  - 4. Indicate type, size, and length of bolts, distinguishing between shop and field bolts. Identify pretensioned and slip-critical high-strength bolted connections.
  - 5. Identify members and connections of the seismic-load-resisting system.

#### 1.06 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For qualified Installer fabricator and testing agency.
- B. Welding certificates for all welders employed on this Project.
- C. Paint Compatibility Certificates: From manufacturers of topcoats applied over shop primers, certifying that shop primers are compatible with topcoats.
- D. Mill test reports for structural steel, including chemical and physical properties.
- E. Product Test Reports: For the following:

1. Bolts, nuts, and washers including mechanical properties and chemical analysis.
  2. Direct-tension indicators.
  3. Tension-control, high-strength bolt-nut-washer assemblies.
  4. Shear stud connectors.
  5. Shop primers.
  6. Nonshrink grout.
- F. Source quality-control reports.

#### 1.07 QUALITY ASSURANCE

- A. Fabricator Qualifications: The fabricator must show evidence of successful completion of five projects of similar size and scope. The fabricator must have an ongoing, written quality assurance program, functioning and in place prior to the submission of bids for this project.
- B. Installer Qualifications: Installer must show evidence of successful completion of five projects of similar size and scope. The erector must have an ongoing, written quality assurance program, functioning and in place prior to the submission of bids for this project.
- C. Shop-Painting Applicators: Qualified according to AISC's Sophisticated Paint Endorsement P1, P2, P3, or SSPC-QP 3, "Standard Procedure for Evaluating Qualifications of Shop Painting Applicators."
- D. Welding Qualifications: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."
- E. Comply with applicable provisions of the following specifications and documents:
  1. AISC 303.
  2. AISC 341 and AISC 341s1.
  3. AISC 360.
  4. RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts."
  5. AISC 346.
  6. AISC's "Specification for Allowable Stress Design of Single Angle Members."
  7. AWS D1.1/D1.1M "Structural Welding Code-Steel."

#### 1.08 DELIVERY, STORAGE, AND HANDLING

- A. Store materials to permit easy access for inspection and identification. Keep steel members off ground and spaced by using pallets, dunnage, or other supports and spacers. Protect steel members and packaged materials from corrosion and deterioration.
  1. Do not store materials on structure in a manner that might cause distortion, damage, or overload to members or supporting structures. Repair or replace damaged materials or structures as directed.
- B. Store fasteners in a protected place in sealed containers with manufacturer's labels intact.
  1. Fasteners may be repackaged provided Owner's testing and inspecting agency observes repackaging and seals containers.
  2. Clean and relubricate bolts and nuts that become dry or rusty before use.
  3. Comply with manufacturers' written recommendations for cleaning and lubricating ASTM F 1852 fasteners for retesting fasteners and lubrication.

## 1.09 COORDINATION

- A. Coordinate selection of shop primers with topcoats to be applied over them. Comply with paint and coating manufacturers' recommendations to ensure that shop primers and topcoats are compatible with one another.
- B. Coordinate installation of anchorage items to be embedded in or attached to other construction without delaying the Work. Provide setting diagrams, sheet metal templates, instructions, and directions for installation.
- C. Coordinate work with other trades, including mechanical, electrical, plumbing, and fire protection.

## PART 2 - PRODUCTS

### 2.01 STRUCTURAL-STEEL MATERIALS

- A. Recycled Content of Steel Products: Postconsumer recycled content plus one-half of pre-consumer recycled content not less than 60 percent. Documentation to be provided to verify the amount of recycled steel used for this project.
- B. Provide products which are extracted, harvested or recovered, and manufactured within 500 miles of project site.
- C. W-Shapes: ASTM A 992/A 992M Grade 50.
- D. Channels, Angles, M and, S-Shapes: ASTM A 36/A 36M.
- E. Plate and Bar: ASTM A 36/A 36M or as indicated on the drawings.
- F. Cold-Formed Hollow Structural Sections: ASTM A 500, Grade B, structural tubing.
- G. Steel Pipe: ASTM A 53/A 53M, Type E or S, Grade B.
  - 1. Weight Class: as indicated on drawings.
  - 2. Finish: Black except where indicated to be galvanized.
- H. Welding Electrodes: E70xx. Comply with AWS requirements, 70 ksi minimum yield, unless noted otherwise.

### 2.02 BOLTS, CONNECTORS, AND ANCHORS

- A. High-Strength Bolts, Nuts, and Washers: ASTM A 325, Type 1, heavy-hex steel structural bolts; ASTM A 563, Grade C, heavy-hex carbon-steel nuts; and ASTM F 436, Type 1, hardened carbon-steel washers; all with plain finish.
  - 1. Direct-Tension Indicators: ASTM F 959, Type 325, compressible-washer type with plain finish.
- B. High-Strength Bolts, Nuts, and Washers: ASTM A 490, Type 1, heavy-hex steel structural bolts or tension-control, bolt-nut-washer assemblies with splined ends; ASTM A 563, Grade DH, heavy-hex carbon-steel nuts; and ASTM F 436, Type 1, hardened carbon-steel washers with plain finish.
  - 1. Direct-Tension Indicators: ASTM F 959, Type 490, compressible-washer type with plain finish.
- C. Tension-Control, High-Strength Bolt-Nut-Washer Assemblies: ASTM F 1852, Type 1, heavy-hex head assemblies consisting of A 325 TC steel structural bolts with splined ends, A194 2-H heavy-hex carbon-steel nuts, and F 436 hardened carbon-steel washers.
  - 1. Finish: Plain.
- D. Shear Connectors: ASTM A 108, Grades 1015 through 1020, headed-stud type, cold-finished carbon steel; AWS D1.1/D1.1M, Type B.

- E. Unheaded Anchor Rods: F307 or as indicated on drawings.
  - 1. Configuration: Straight.
  - 2. Nuts: ASTM A 563 heavy-hex carbon steel.
  - 3. Plate Washers: ASTM A 36/A 36M carbon steel.
  - 4. Washers: ASTM F 436, Type 1, hardened carbon steel.
  - 5. Finish: Plain.
- F. Headed Anchor Rods: ASTM F 1554, Grade 36 or as indicated on drawings
  - 1. Nuts: ASTM A 563 heavy-hex carbon steel.
  - 2. Plate Washers: ASTM A 36/A 36M carbon steel.
  - 3. Washers: ASTM F 436, Type 1, hardened carbon steel.
  - 4. Finish: Plain.
- G. Threaded Rods: ASTM A 36/A 36M.
  - 1. Nuts: ASTM A 563 heavy-hex carbon steel.
  - 2. Washers: ASTM F 436 hardened carbon steel.
  - 3. Finish: Plain.
- H. Clevises and Turnbuckles: Made from cold-finished carbon steel bars, ASTM A 108, Grade 1035.
- I. Eye Bolts and Nuts: Made from cold-finished carbon steel bars, ASTM A 108, Grade 1030.
- J. Sleeve Nuts: Made from cold-finished carbon steel bars, ASTM A 108, Grade 1018.

## 2.03 PRIMER

- A. Shop Paint/Primer: Alkyd type, lead and chromate free, nonasphaltic, rust-inhibiting, and compatible with topcoat; Tnemec 10-99 Series, or approved equal, and passing ASTM B 117 after 500 hours with no blistering, cracking, softening, delaminating, or rusting at edges. Submit "approved equal" for review and approval.
- B. Galvanizing Repair Paint: ASTM A 780 and passing ASTM B 117 after 500 hours of no blistering, cracking, softening, delamination, or rust creepage at scribe and rusting at edges.

## 2.04 GROUT

- A. Nonmetallic, Non-Shrink Grout: ASTM C 1107, factory-packaged, nonmetallic aggregate grout, nongaseous, noncorrosive and nonstaining, mixed with water to consistency suitable for application and a 30-minute working time. Provide grout specifically recommended by manufacturer for interior and exterior applications. BASF (Master Builders) "Masterflow 713 Plus," Euclid "NS Grout," W.R. Meadows "Sealtight 588 Grout," or SpecChem "Chem Grout MB."

## 2.05 FABRICATION

- A. Structural Steel: Fabricate and assemble in shop to greatest extent possible. Fabricate according to AISC's "Code of Standard Practice for Steel Buildings and Bridges" and AISC 360.
  - 1. Camber structural-steel members where indicated.
  - 2. Fabricate beams with rolling camber up.
  - 3. Identify high-strength structural steel according to ASTM A 6/A 6M and maintain

markings until structural steel has been erected.

4. Mark and match-mark materials for field assembly.
  5. Complete structural-steel assemblies, including welding of units, before starting shop-priming operations.
- B. Thermal Cutting: Perform thermal cutting by machine to greatest extent possible.
1. Plane thermally cut edges to be welded to comply with requirements in AWS D1.1/D1.1M.
- C. Bolt Holes: Cut, drill, mechanically thermal cut, or punch standard bolt holes perpendicular to metal surfaces.
- D. Finishing: Accurately finish ends of columns and other members transmitting bearing loads.
- E. Cleaning: Clean and prepare steel surfaces that are to remain unpainted according to SSPC-SP 1, "Solvent Cleaning, SSPC-SP 2, "Hand Tool Cleaning, and SSPC-SP 3, "Power Tool Cleaning as required."
- F. Shear Connectors: Prepare steel surfaces as recommended by manufacturer of shear connectors. Use automatic end welding of headed-stud shear connectors according to AWS D1.1/D1.1M and manufacturer's written instructions.
- G. Holes: Provide holes required for securing other work to structural steel and for other work to pass through steel framing members.
1. Cut, drill, or punch holes perpendicular to steel surfaces. Do not thermally cut bolt holes or enlarge holes by burning.
  2. Baseplate Holes: Cut, drill, mechanically thermal cut, or punch holes perpendicular to steel surfaces.
  3. Weld threaded nuts to framing and other specialty items indicated to receive other work.

## 2.06 SHOP CONNECTIONS

- A. High-Strength Bolts: Shop install high-strength bolts according to RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts" for type of bolt and type of joint specified.
1. Joint Type: Snug tightened or tension control bolt system unless noted otherwise on drawings.
- B. Weld Connections: Comply with AWS D1.1/D1.1M for tolerances, appearances, welding procedure specifications, weld quality, and methods used in correcting welding work.
1. Assemble and weld built-up sections by methods that will maintain true alignment of axes without exceeding tolerances in AISC 303 for mill material.
  2. Grind flush and smooth.

## 2.07 SHOP PRIMING

- A. Shop prime steel surfaces except the following:
1. Surfaces embedded in concrete or mortar. Extend priming of partially embedded members to a depth of 2 inches.
  2. Surfaces to be field welded.
  3. Surfaces to be high-strength bolted with slip-critical connections.

4. Surfaces to receive sprayed fire-resistive materials (applied fireproofing).
  5. Galvanized surfaces.
- B. Surface Preparation: Clean surfaces to be painted. Remove loose rust and mill scale and spatter, slag, or flux deposits. Prepare surfaces according to the following specifications and standards:
1. SSPC-SP 1, "Solvent Cleaning."
  2. SSPC-SP 3, "Power Tool Cleaning."
- C. Priming: Immediately after surface preparation, apply primer according to manufacturer's written instructions and at rate recommended by SSPC to provide a minimum dry film thickness of 2.0 mils. Use priming methods that result in full coverage of joints, corners, edges, and exposed surfaces.
1. Stripe paint corners, crevices, bolts, welds, and sharp edges.
  2. Apply two coats of shop paint to surfaces that are inaccessible after assembly or erection. Change color of second coat to distinguish it from first.
- D. Painting: Prepare steel and apply a one-coat, nonasphaltic primer complying with SSPC-PS Guide 7.00, "Painting System Guide 7.00: Guide for Selecting One-Coat Shop Painting Systems," to provide a dry film thickness of not less than 2.0 mils.

## 2.08 GALVANIZING

- A. Hot-Dip Galvanized Finish: Apply zinc coating by the hot-dip process to structural steel according to ASTM A 123/A 123M.
1. Fill vent and drain holes that will be exposed in the finished Work unless they will function as weep holes, by plugging with zinc solder and filing off smooth.
  2. Galvanize exterior structural steel including lintels shelf angles and welded door frames attached to structural-steel frame and located in exterior walls and as indicated on drawings.

## 2.09 SOURCE QUALITY CONTROL

- A. Testing Agency: Owner will engage an independent testing and inspecting agency to perform shop tests and inspections and prepare test reports.
1. Provide testing agency with access to places where structural-steel work is being fabricated or produced to perform tests and inspections.
- B. Correct deficiencies in Work that test reports and inspections indicate does not comply with the Contract Documents.
- C. Bolted Connections: Shop-bolted connections will be tested and inspected according to RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts."
- D. Welded Connections: In addition to visual inspection, shop-welded connections will be tested and inspected according to AWS D1.1/D1.1M and the following inspection procedures, at testing agency's option:
1. Liquid Penetrant Inspection: ASTM E 165.
  2. Magnetic Particle Inspection: ASTM E 709; performed on root pass and on finished weld. Cracks or zones of incomplete fusion or penetration will not be accepted.
  3. Ultrasonic Inspection: ASTM E 164.
  4. Radiographic Inspection: ASTM E 94.
- E. In addition to visual inspection, shop-welded shear connectors will be tested and inspected

according to requirements in AWS D1.1/D1.1M for stud welding and as follows:

1. Bend tests will be performed if visual inspections reveal either a less-than-continuous 360-degree flash or welding repairs to any shear connector.
2. Tests will be conducted on additional shear connectors if weld fracture occurs on shear connectors already tested, according to requirements in AWS D1.1/D1.1M.

### PART 3 - EXECUTION

#### 3.01 EXAMINATION

- A. Verify, with steel Erector present, elevations of concrete- and masonry-bearing surfaces and locations of anchor rods, bearing plates, and other embedments for compliance with requirements.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

#### 3.02 PREPARATION

- A. Provide temporary shores, guys, braces, and other supports during erection to keep structural steel secure, plumb, and in alignment against temporary construction loads and loads equal in intensity to design loads. Remove temporary supports when permanent structural steel, connections, and bracing are in place unless otherwise indicated.

#### 3.03 ERECTION

- A. Brace and guy members until final connections are made; structure is not stable until all members, connections, bracing, and other structural components are in place and secured. Set structural steel accurately in locations and to elevations indicated and according to AISC 303 and AISC 360.
- B. Setting Bases and Bearing Plates: Clean concrete- and masonry-bearing surfaces of bond-reducing materials, and roughen surfaces prior to setting plates. Clean bottom surface of plates.
  1. Set plates for structural members on wedges, shims, or setting nuts as required.
  2. Weld plate washers to top of baseplate.
  3. Tighten anchor rods after supported members have been positioned and plumbed. Do not remove wedges or shims but, if protruding, cut off flush with edge of plate before packing with grout.
  4. Promptly pack grout solidly between bearing surfaces and plates so no voids remain. Neatly finish exposed surfaces; protect grout and allow to cure. Comply with manufacturer's written installation instructions for shrinkage-resistant grouts.
- C. Maintain erection tolerances of structural steel within AISC's "Code of Standard Practice for Steel Buildings and Bridges."



- D. Align and adjust various members that form part of complete frame or structure before permanently fastening. Before assembly, clean bearing surfaces and other surfaces that will be in permanent contact with members. Perform necessary adjustments to compensate for discrepancies in elevations and alignment.
  - 1. Level and plumb individual members of structure.
- E. Splice members only where indicated.
- F. Do not use thermal cutting during erection.
- G. Do not enlarge unfair holes in members by burning or using drift pins. Ream holes that must be enlarged to admit bolts.
- H. Shear Connectors: Prepare steel surfaces as recommended by manufacturer of shear connectors. Use automatic end welding of headed-stud shear connectors according to AWS D1.1/D1.1M and manufacturer's written instructions.

#### 3.04 FIELD CONNECTIONS

- A. High-Strength Bolts: Install high-strength bolts according to RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts" for type of bolt and type of joint specified.
  - 1. Joint Type: Snug tightened or Tension Control Bolt System unless noted otherwise on drawings.
- B. Weld Connections: Comply with AWS D1.1/D1.1M and AWS D1.8/D1.8M for tolerances, appearances, welding procedure specifications, weld quality, and methods used in correcting welding work.
  - 1. Comply with AISC 303 and AISC 360 for bearing, alignment, adequacy of temporary connections, and removal of paint on surfaces adjacent to field welds.
  - 2. Remove backing bars or runoff tabs where indicated, back gouge, and grind steel smooth.
  - 3. Assemble and weld built-up sections by methods that will maintain true alignment of axes without exceeding tolerances in AISC's "Code of Standard Practice for Steel Buildings and Bridges" for mill material.
  - 4. Verify the weld sizes, fabrication sequence, and equipment used for architecturally exposed structural steel with limit distortions to allowable tolerances. Prevent weld show-through on exposed steel surfaces.
    - a. Grind butt welds flush.
    - b. Grind or fill exposed fillet welds to smooth profile.
    - c. Dress exposed welds.

#### 3.05 FIELD QUALITY CONTROL

- A. Testing Agency: Owner will engage a qualified independent testing and inspecting agency to inspect field welds and high-strength bolted connections. Contractor shall facilitate access and coordination of inspections. Contractor is responsible for providing adequate control personnel to ensure proper compliance with contract documents.
- B. Bolted Connections: Bolted connections will be tested and inspected according to RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts." Test and continually inspect a minimum of 10 percent of bolts and all bolted connections at the seismic-load-resisting system.
- C. Welded Connections: Field welds will be visually inspected according to

AWS D1.1/D1.1M.

1. In addition to visual inspection, field welds will be tested and inspected according to AWS D1.1/D1.1M and the following inspection procedures, at testing agency's option:
    - a. Liquid Penetrant Inspection: ASTM E 165.
    - b. Magnetic Particle Inspection: ASTM E 709; performed on root pass and on finished weld. Cracks or zones of incomplete fusion or penetration will not be accepted.
    - c. Ultrasonic Inspection: ASTM E 164.
    - d. Radiographic Inspection: ASTM E 94.
  2. Test and continually inspect a minimum of 10 percent of welds and all welded connections at the seismic-load-resisting system.
- D. In addition to visual inspection, test and inspect field-welded shear connectors according to requirements in AWS D1.1/D1.1M for stud welding and as follows:
1. Perform bend tests if visual inspections reveal either a less-than-continuous 360-degree flash or welding repairs to any shear connector.
  2. Conduct tests on additional shear connectors if weld fracture occurs on shear connectors already tested, according to requirements in AWS D1.1/D1.1M.
- E. Correct deficiencies in Work that test reports and inspections indicate does not comply with the Contract Documents.

### 3.06 REPAIRS AND PROTECTION

- A. Galvanized Surfaces: Clean areas where galvanizing is damaged or missing and repair galvanizing to comply with ASTM A 780 and manufacturer's written instructions.
- B. Touchup Painting: Immediately after erection, clean exposed areas where primer is damaged or missing and paint with the same material as used for shop painting to comply with SSPC-PA 1 for touching up shop-painted surfaces.
  1. Clean and prepare surfaces by SSPC-SP 2 hand-tool cleaning or SSPC-SP 3 power-tool cleaning.
- C. Waste Management: Separate and recycle waste in accordance with Waste Management Plan.

END OF SECTION

## SECTION 0230505 - SELECTIVE DEMOLITION 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 DESCRIPTION OF WORK

- A. Furnish all materials, labor, equipment and services necessary to perform all mechanical demolition work.
- B. Work included in this Section includes all demolition work as shown on the Mechanical Drawings and as specified herein and as required to complete the Work.

#### 1.3 DEFINITIONS

- A. Remove: Detach items from existing construction and legally dispose of them off-site unless indicated to be removed and salvaged or removed and reinstalled.
- B. Remove and Salvage: Carefully detach from existing construction, in a manner to prevent damage, and deliver to Owner.
- C. Remove and Reinstall: Detach items from existing construction, prepare for reuse, and reinstall where indicated.
- D. Existing to Remain: Existing items of construction that are not to be permanently removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.
- E. Remove, Protect and Store: Detach items from existing construction, prepare for reuse, and reinstall where indicated.

#### 1.4 QUALITY ASSURANCE

- A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Standards: Comply with ANSI A10.6 and NFPA 241, latest editions.
- C. Prior to beginning demolition, arrange a conference with the Construction Representative to review HVAC demolition scope, procedures, schedule and items to be salvaged for the Owner.

## 1.5 PREINSTALLATION MEETINGS

- A. Pre-demolition Conference: Conduct conference at Project site.
  - 1. Inspect and discuss condition of construction to be selectively demolished.
  - 2. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
  - 3. Review requirements of work performed by other trades that rely on substrates exposed by selective demolition operations.
  - 4. Review areas where existing construction is to remain and requires protection.

## 1.6 FIELD CONDITIONS

- A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted. Provide temporary HVAC for areas affected by demolition unless noted otherwise.
- B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
- C. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- D. Hazardous Materials: Hazardous materials are present in the interior of the building to be selectively demolished.
  - 1. If materials suspected of containing hazardous materials are encountered, do not disturb: immediately notify Engineer and Construction Representative.
  - 2. Hazardous material remediation will be completed as a portion of this contract. This work is anticipated to be sequenced with the proposed phasing of construction activities.
- E. Storage or sale of removed items or materials on-site is not permitted.
- F. Utility Service: Maintain existing HVAC and Building Automation utilities indicated to remain in service and protect them against damage during selective demolition operations. Where demolition activities affect HVAC serving portions of the building outside the work area, shutdown work shall occur outside normal working hours.

## 1.7 WARRANTY

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

## 1.8 MATERIALS OWNERSHIP

- A. Except for items or materials to be reused, salvaged, reinstalled or otherwise indicated to remain the Owner's property, demolished materials shall become the Contractor's property and shall be removed from the site with further disposition at the Contractor's option but in compliance ordinances and regulations related to the materials being disposed.

## 1.9 COORDINATION

- A. Arrange demolition schedule so as not to interfere with Owner's on-site operations and the operations of adjacent occupied buildings.
- B. Review and finalize selective HVAC demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
- C. Review requirements of General Demolition Contractor and work performed by other trades that rely on demolition of mechanical equipment and materials to allow for structural demolition or removal of equipment.

## PART 2 - PRODUCTS (NOT USED)

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Verify that utilities have been disconnected and capped before starting HVAC demolition operations.
- B. Survey existing conditions and correlate with requirements indicated to determine extent of HVAC demolition required.
- C. Inventory and record the condition of items to be removed and reinstalled and items to be removed and salvaged. Use photographs to document pre-existing damage.
- D. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Construction Representative.

### 3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

- A. Existing Services/Systems to Remain: Maintain services/systems indicated to remain and protect them against damage.
- B. Existing Services/Systems to Be Removed, Relocated, Abandoned or in anyway Interrupted: Locate, identify, disconnect, and seal or cap off indicated utility services and mechanical/electrical systems serving areas to be selectively demolished.
  - 1. Reference Section 007213 "General Conditions" for Contractor responsibilities regarding utilities.
  - 2. No mechanical, plumbing controls and/or fire protection demolition work requiring interruptions of services/systems/utilities shall be performed without prior approval of the Construction Representative.
  - 3. Any mechanical, plumbing, controls and/or fire protection demolition work which interferes with Owner's operation shall be scheduled with the Construction Representative and be subject to the owner's approval.
  - 4. Unless noted otherwise, provide not less than two weeks' notice to the Owner by way of the Construction Representative if shutdown of services/systems/utilities is required during the execution of the work.

5. All damages to buildings and utilities to remain in place shall be promptly repaired at no cost to the owner. Repairs and restoration of accidental utility interruptions shall be made before the workmen responsible for the repair and restoration leave the job on the day such interruptions occur.
  6. If services/systems are required to be removed, relocated, or abandoned, provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building.
  7. Disconnect, demolish, and remove fire-suppression systems, plumbing, and HVAC systems, equipment, and components indicated to be removed.
    - a. Piping to Be Removed: Remove portion of piping indicated to be removed and cap or plug remaining piping with same or compatible piping material.
    - b. Piping to Be Abandoned in Place: Drain piping and cap or plug piping with same or compatible piping material.
    - c. Equipment to Be Removed: Disconnect and cap services and remove equipment.
    - d. Equipment to Be Removed and Reinstalled: Disconnect and cap services and remove, clean, and store equipment; when appropriate, reinstall, reconnect, and make equipment operational.
    - e. Equipment to Be Removed and Salvaged: Disconnect and cap services and remove equipment and deliver to Owner.
    - f. Ducts to Be Removed: Remove portion of ducts indicated to be removed and plug remaining ducts with same or compatible ductwork material.
- C. Refrigerant: Remove refrigerant from mechanical equipment to be selectively demolished according to 40 CFR 82 and regulations of authorities having jurisdiction.

### 3.3 PROTECTION

- A. Temporary Protection: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
  2. Provide temporary weather protection, during interval between selective demolition of existing construction on exterior surfaces and new construction, to prevent water leakage and damage to structure and interior areas.
  3. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.
  4. Cover and protect furniture, furnishings, and equipment that have not been removed.
  5. Comply with requirements for temporary enclosures, dust control, heating, and cooling specified in Section 015000 "Temporary Facilities and Controls."
- B. Temporary Shoring: Provide and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
1. Strengthen or add new supports when required during progress of selective demolition.
- C. Remove temporary barricades and protections where hazards no longer exist.

### 3.4 SELECTIVE DEMOLITION FOR MECHANICAL, GENERAL

- A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:
1. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping, to minimize disturbance of adjacent surfaces. Temporarily cover openings to remain.
  2. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
  3. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations.
  4. Maintain fire watch during and for at least 2 hours after flame-cutting operations. Maintain portable fire-suppression devices during flame-cutting operations.
  5. Maintain adequate ventilation when using cutting torches.
  6. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
  7. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
  8. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
  9. Dispose of demolished items and materials promptly.
- B. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways and other adjacent occupied and used facilities.
- C. Removed and Salvaged Items:
1. Clean salvaged items.
  2. Pack or crate items after cleaning. Identify contents of containers.
  3. Store items in a secure area until delivery to Owner.
  4. Protect items from damage during transport and storage.
- D. Removed and Reinstalled Items:
1. Clean and repair items to functional condition adequate for intended reuse.
  2. Pack or crate items after cleaning and repairing. Identify contents of containers.
  3. Protect items from damage during transport and storage.
  4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.
- E. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition.

### 3.5 SELECTIVE DEMOLITION PROCEDURES FOR MECHANICAL

- A. All chilled water, heating water, steam, steam condensate, domestic water, waste, vent and sprinklers shutdowns shall be coordinated and scheduled with the Owner. Air handling unit air flow and exhaust air flow shutdowns shall be coordinated and scheduled with the Owner.

Temperature controls and pneumatic control air shutdowns shall be coordinated and scheduled with the Owner. By way of the construction representative.

- B. In all cutting, welding, soldering and brazing activities, the Contractor shall use "smoke eater" type portable exhaust/filtration units.
- C. Contractor shall use portable HEPA filtration exhaust systems for any construction activity that generates dust.
- D. Contractor shall be responsible for all isolation, draining and refilling of HVAC hydronic, steam and condensate piping and plumbing domestic water, waste, vent and storm piping as required by the work indicated on the drawings including planning and existing conditions research. Owner by request through the construction representative will provide assistance in shutdowns, isolation, draining and refilling. Piping connections and local drain downs shall be coordinated for extent and timing with the Owner on an individual basis.
- E. Existing materials and equipment that remain shall be protected from damage during all disciplines of construction work. Any damage of existing materials and equipment shall be repaired or replaced to the level of existing conditions. Temporarily open new ducts, pipes and HVAC equipment shall be temporarily capped and protected from construction debris and dirt.
- F. Remove equipment, piping and ductwork as indicated including hangers, rods, brackets, anchor bolts, seismic braces and cables and other associated supports, bases, accessories and specialties.
- G. Cap all open ends of existing pipe that remain in service. Where piping is removed to existing service valves, cap service valves using cap, plugs or blind flanges.
- H. Patch holes in walls and partitions where piping and ductwork are removed. Wall and partition patches shall match existing construction and fire rating including level of surface finish. Patch brick, masonry and concrete walls, full thickness with brick, masonry, concrete and/or grout products. Patches exposed to view shall be painted to match surroundings.
- I. Patch holes in floor and concrete roofs where piping and ductwork are removed. Provide concrete and/or grout infill with reinforcing steel. Provide forms as required. Surface finish and fire rating shall match existing surroundings.

### 3.6 CONCRETE AND MASONRY DEMOLITION

- A. Demolish concrete and masonry in small sections.
- B. Cut concrete and masonry at junctures with construction to remain, using power driven masonry saw or hand tools. Do not use power-driven impact tools.

### 3.7 DISPOSAL OF DEMOLISHED MATERIALS

- A. Remove demolition waste materials from Project site and legally dispose of them.
  - 1. Do not allow demolished materials to accumulate on-site.
  - 2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.



- B. Burning: Do not burn demolished materials.

### 3.8 CLEANING

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations.
- B. Return adjacent areas to condition existing before selective demolition operations began.

END OF SECTION 230505

## SECTION 230513 - COMMON MOTOR REQUIREMENTS FOR HVAC EQUIPMENT

### 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 general requirements for single-phase and polyphase, general-purpose, horizontal, small and medium, squirrel-cage induction motors for use on ac power systems up to 600 V and installed at equipment manufacturer's factory or shipped separately by equipment manufacturer for field installation.

#### 1.3 COORDINATION

- A. Coordinate features of motors, installed units, and accessory devices to be compatible with the following:
  - 1. Motor controllers.
  - 2. Torque, speed, and horsepower requirements of the load.
  - 3. Ratings and characteristics of supply circuit and required control sequence.
  - 4. Ambient and environmental conditions of installation location.

### PART 2 - PRODUCTS

#### 2.1 GENERAL MOTOR REQUIREMENTS

- A. Comply with NEMA MG 1 (latest edition) unless otherwise indicated.
- B. Comply with IEEE 841 (latest edition) for severe-duty motors.

#### 2.2 MOTOR CHARACTERISTICS

- A. Duty: Continuous duty at ambient temperature of 40 deg C and at altitude of above sea level.
- B. Capacity and Torque Characteristics: Sufficient to start, accelerate, and operate connected loads at designated speeds, at installed altitude and environment, with indicated operating sequence, and without exceeding nameplate ratings or considering service factor.

#### 2.3 POLYPHASE MOTORS

- A. Description: NEMA MG 1, Design B, medium induction motor.

- B. Efficiency: NEMA Premium Efficient, as defined in NEMA MG 1.
- C. Service Factor: 1.15.
- D. Multispeed Motors: Variable torque.
  - 1. For motors with 2:1 speed ratio, consequent pole, single winding.
  - 2. For motors with other than 2:1 speed ratio, separate winding for each speed.
- E. Multispeed Motors: Separate winding for each speed.
- F. Rotor: Random-wound, squirrel cage.
- G. Bearings: Regreasable, shielded, antifriction ball or roller bearings suitable for radial and thrust loading. Minimum AFBMA L10.
- H. Temperature Rise: Match insulation rating.
- I. Insulation: Class F.
- J. Code Letter Designation:
  - 1. Motors 15 HP and Larger: NEMA starting Code F or Code G.
  - 2. Motors Smaller than 15 HP: Manufacturer's standard starting characteristic.
- K. Enclosure Material: Cast iron for motor frame sizes 324T and larger; rolled steel for motor frame sizes smaller than 324T unless otherwise indicated in specifications.
- L. Voltage and Speed: As indicated in the equipment schedule on the Drawings.

## 2.4 POLYPHASE MOTORS WITH ADDITIONAL REQUIREMENTS

- A. Motors Used with Reduced-Voltage and Multispeed Controllers: Match wiring connection requirements for controller with required motor leads. Provide terminals in motor terminal box, suited to control method.
- B. Motors Used with Variable Frequency Controllers:
  - 1. Windings: Copper magnet wire with vacuum pressure impregnated or inverter grade insulation system that meets the requirements of Section I, Part 31 "Definite-Purpose Inverter-Fed Polyphase Motors" of NEMA MG1 designed and tested to resist transient spikes, high frequencies, and short time rise pulses produced by pulse-width modulated inverters.
  - 2. Energy- and Premium-Efficient Motors: Class B temperature rise; Class F insulation.
  - 3. Inverter-Duty Motors: Class F temperature rise; Class H insulation.
  - 4. Thermal Protection: Comply with NEMA MG 1 requirements for thermally protected motors.
  - 5. Grounding Ring: Provide AEGIS SGR shaft grounding ring for protection of the motor bearings from electrical discharge machining caused by capacitive induced shaft voltage discharging through the motor bearings. AEGIS SGR shaft grounding ring shall have 6061 aluminum frame with high conductivity micro fibers and 6061 aluminum mounting bracket. The grounding ring shall be factory mounted on the motor shaft external to the motor housing.

- C. Motors operated at frequencies greater than name plate rating: For direct drive equipment with top speed listed higher than nominal motor speed, motor shall be capable to operate at scheduled frequency on a continuous basis.
- D. Severe-Duty Motors: Comply with IEEE 841, with 1.15 minimum service factor.

## 2.5 SINGLE-PHASE MOTORS

- A. Motors larger than 1/20 hp shall be one of the following, to suit starting torque and requirements of specific motor application:
  - 1. Permanent-split capacitor.
  - 2. Split phase.
  - 3. Capacitor start, inductor run.
  - 4. Capacitor start, capacitor run.
- B. Multispeed Motors: Variable-torque, permanent-split-capacitor type.
- C. Bearings: Prelubricated, antifriction ball bearings or sleeve bearings suitable for radial and thrust loading.
- D. Motors 1/20 HP and Smaller: Shaded-pole type.
- E. Thermal Protection: Internal protection to automatically open power supply circuit to motor when winding temperature exceeds a safe value calibrated to temperature rating of motor insulation. Thermal-protection device shall automatically reset when motor temperature returns to normal range.

## PART 3 - EXECUTION (Not Applicable)

END OF SECTION 230513

## SECTION 230529 - HANGERS AND SUPPORTS FOR HVAC PIPING AND EQUIPMENT

### 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. Metal pipe hangers and supports.
  - 2. Trapeze pipe hangers.
  - 3. Metal framing systems.
  - 4. Fastener systems.
  - 5. Pipe stands.
  - 6. Pipe positioning systems.
  - 7. Equipment supports.
- B. Related Sections:
  - 1. Section 230548 "Vibration and Seismic Controls for HVAC Piping and Equipment" for vibration isolation devices.
  - 2. Section 233113 "Metal Ducts" for duct hangers and supports.

#### 1.3 DEFINITIONS

- A. MSS: Manufacturers Standardization Society of The Valve and Fittings Industry Inc.

#### 1.4 PERFORMANCE REQUIREMENTS

- A. Delegated Design: Design trapeze pipe hangers and equipment supports, including comprehensive engineering analysis by a qualified professional engineer, using performance requirements and design criteria indicated.
- B. Structural Performance: Hangers and supports for HVAC piping and equipment shall withstand the effects of gravity loads and stresses within limits and under conditions indicated according to ASCE/SEI 7.
  - 1. Design supports for multiple pipes, including pipe stands, capable of supporting combined weight of supported systems, system contents, and test water.
  - 2. Design equipment supports capable of supporting combined operating weight of supported equipment and connected systems and components.
  - 3. Design seismic-restraint hangers and supports for piping and equipment.

#### 1.5 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.

- B. Shop Drawings: Show fabrication and installation details and include calculations for the following; include Product Data for components:
  - 1. Trapeze pipe hangers.
  - 2. Metal framing systems.
  - 3. Pipe stands.
  - 4. Equipment supports.

## 1.6 INFORMATIONAL SUBMITTALS

- A. Welding certificates.

## 1.7 QUALITY ASSURANCE

- A. Structural Steel Welding Qualifications: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."
- B. Pipe Welding Qualifications: Qualify procedures and operators according to ASME Boiler and Pressure Vessel Code.

## PART 2 - PRODUCTS

### 2.1 METAL PIPE HANGERS AND SUPPORTS

- A. Carbon-Steel Pipe Hangers and Supports:
  - 1. Description: MSS SP-58, Types 1 through 58, factory-fabricated components.
  - 2. Galvanized Metallic Coatings: Pregalvanized or hot dipped.
  - 3. Nonmetallic Coatings: Plastic coating, jacket, or liner.
  - 4. Hanger Rods: Continuous-thread rod, nuts, and washer made of carbon steel.
- B. Copper Pipe Hangers:
  - 1. Description: MSS SP-58, Types 1 through 58, copper-coated-steel, factory-fabricated components.
  - 2. Hanger Rods: Continuous-thread rod, nuts, and washer made of copper-coated steel.

### 2.2 TRAPEZE PIPE HANGERS

- A. Description: MSS SP-69, Type 59, shop- or field-fabricated pipe-support assembly made from structural carbon-steel shapes with MSS SP-58 carbon-steel hanger rods, nuts, saddles, and U-bolts.

### 2.3 METAL FRAMING SYSTEMS

- A. MFMA Manufacturer Metal Framing Systems:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Allied Tube & Conduit.
    - b. Cooper B-Line, Inc.
    - c. Flex-Strut Inc.

- d. GS Metals Corp.
- e. Thomas & Betts Corporation.
- f. Unistrut Corporation; Tyco International, Ltd.
- g. Wesanco, Inc.
- h.
- 2. Description: Shop- or field-fabricated pipe-support assembly for supporting multiple parallel pipes.
- 3. Standard: MFMA-4.
- 4. Channels: Continuous slotted steel channel with inturned lips.
- 5. Channel Nuts: Formed or stamped steel nuts or other devices designed to fit into channel slot and, when tightened, prevent slipping along channel.
- 6. Hanger Rods: Continuous-thread rod, nuts, and washer made of galvanized carbon steel.
- 7. Metallic Coating: Hot-dipped galvanized.
- 8. Paint Coating: Zinc Phosphate with Acrylic Paint.
- 9. Plastic Coating: Epoxy.

## 2.4 FASTENER SYSTEMS

- A. Mechanical-Expansion Anchors: Insert-wedge-type, zinc-coated steel anchors, for use in hardened portland cement concrete; with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used. 2003 IBC compliant for cracked concrete.

## 2.5 PIPE STANDS

- A. Description: Welded, shop- or field-fabricated equipment support made from structural carbon-steel shapes.

## 2.6 EQUIPMENT SUPPORTS

- A. Description: Welded, shop- or field-fabricated equipment support made from structural carbon-steel shapes.

## 2.7 MISCELLANEOUS MATERIALS

- A. Structural Steel: ASTM A 36/A 36M, carbon-steel plates, shapes, and bars; black and galvanized.
- B. Grout: ASTM C 1107, factory-mixed and -packaged, dry, hydraulic-cement, nonshrink and nonmetallic grout; suitable for interior and exterior applications.
  - 1. Properties: Nonstaining, noncorrosive, and nongaseous.
  - 2. Design Mix: 5000-psi, 28-day compressive strength.

## PART 3 - EXECUTION

### 3.1 HANGER AND SUPPORT INSTALLATION

- A. Metal Pipe-Hanger Installation: Comply with MSS SP-69 and MSS SP-89. Install hangers, supports, clamps, and attachments as required to properly support piping from the building structure.
- B. Metal Trapeze Pipe-Hanger Installation: Comply with MSS SP-69 and MSS SP-89. Arrange for grouping of parallel runs of horizontal piping, and support together on field-fabricated trapeze pipe hangers.
  - 1. Pipes of Various Sizes: Support together and space trapezes for smallest pipe size or install intermediate supports for smaller diameter pipes as specified for individual pipe hangers.
  - 2. Field fabricate from ASTM A 36/A 36M, carbon-steel shapes selected for loads being supported. Weld steel according to AWS D1.1/D1.1M.
- C. Metal Framing System Installation: Arrange for grouping of parallel runs of piping, and support together on field-assembled metal framing systems.
- D. Equipment Support Installation: Fabricate from welded-structural-steel shapes.
- E. Install hangers and supports complete with necessary attachments, inserts, bolts, rods, nuts, washers, and other accessories.
- F. Install hangers and supports to allow controlled thermal and seismic movement of piping systems, to permit freedom of movement between pipe anchors, and to facilitate action of expansion joints, expansion loops, expansion bends, and similar units.
- G. Install lateral bracing with pipe hangers and supports to prevent swaying.
- H. Install building attachments within concrete slabs or attach to structural steel. Install additional attachments at concentrated loads, including valves, flanges, and strainers, NPS 2-1/2 and larger and at changes in direction of piping. For new construction, install concrete inserts before concrete is placed; fasten inserts to forms and install reinforcing bars through openings at top of inserts.
- I. Load Distribution: Install hangers and supports so that piping live and dead loads and stresses from movement will not be transmitted to connected equipment.
- J. Pipe Slopes: Install hangers and supports to provide indicated pipe slopes and to not exceed maximum pipe deflections allowed by ASME B31.9 for building services piping.
- K. Insulated Piping:
  - 1. Attach clamps and spacers to piping.
    - a. Piping Operating above Ambient Air Temperature: Clamp may project through insulation.
    - b. Piping Operating below Ambient Air Temperature: Use thermal-hanger shield insert with clamp sized to match OD of insert.
    - c. Do not exceed pipe stress limits allowed by ASME B31.9 for building services piping.
  - 2. Install MSS SP-58, Type 39, protection saddles if insulation without vapor barrier is indicated. Fill interior voids with insulation that matches adjoining insulation.



3. Install MSS SP-58, Type 40, protective shields on cold piping with vapor barrier. Shields shall span an arc of 180 degrees.
4. Shield Dimensions for Pipe: Not less than the following:
  - a. NPS 1/4 to NPS 3-1/2: 12 inches long and 0.048 inch thick.
  - b. NPS 4: 12 inches long and 0.06 inch thick.
  - c. NPS 5 and NPS 6: 18 inches long and 0.06 inch thick.
  - d. NPS 8 to NPS 14: 24 inches long and 0.075 inch thick.
  - e. NPS 16 to NPS 24: 24 inches long and 0.105 inch thick.
5. Pipes NPS 4 and Larger: Include wood or reinforced calcium-silicate-insulation inserts of length at least as long as protective shield.

### 3.2 EQUIPMENT SUPPORTS, PIPE SUPPORTS

- A. Fabricate structural-steel stands to suspend equipment from structure overhead or to support equipment above floor. Fabricate structural steel pipe supports to support piping above floor.
- B. Grouting: Place grout under supports for equipment and make bearing surface smooth.
- C. Provide lateral bracing, to prevent swaying, for equipment supports and pipe supports.

### 3.3 METAL FABRICATIONS

- A. Cut, drill, and fit miscellaneous metal fabrications for trapeze pipe hangers and pipe supports.
- B. Fit exposed connections together to form hairline joints. Field weld connections that cannot be shop welded because of shipping size limitations.
- C. Field Welding: Comply with AWS D1.1/D1.1M procedures for shielded, metal arc welding; appearance and quality of welds; and methods used in correcting welding work; and with the following:
  1. Use materials and methods that minimize distortion and develop strength and corrosion resistance of base metals.
  2. Obtain fusion without undercut or overlap.
  3. Remove welding flux immediately.
  4. Finish welds at exposed connections so no roughness shows after finishing and so contours of welded surfaces match adjacent contours.

### 3.4 ADJUSTING

- A. Hanger Adjustments: Adjust hangers to distribute loads equally on attachments and to achieve indicated slope of pipe.
- B. Trim excess length of continuous-thread hanger and support rods to 1-1/2 inches.

### 3.5 PAINTING

- A. Touchup: Clean field welds and abraded areas of shop paint. Paint exposed areas immediately after erecting hangers and supports. Use same materials as used for shop painting. Comply with SSPC-PA 1 requirements for touching up field-painted surfaces.
  1. Apply paint by brush or spray to provide a minimum dry film thickness of 2.0 mils.

- B. Touchup: Cleaning and touchup painting of field welds, bolted connections, and abraded areas of shop paint on miscellaneous metal are specified in Section 099123 "Interior Painting"
- C. Galvanized Surfaces: Clean welds, bolted connections, and abraded areas and apply galvanizing-repair paint to comply with ASTM A 780.

### 3.6 HANGER AND SUPPORT SCHEDULE

- A. Specific hanger and support requirements are in Sections specifying piping systems and equipment.
- B. Comply with MSS SP-69 for pipe-hanger selections and applications that are not specified in piping system Sections.
- C. Use hangers and supports with galvanized metallic coatings for piping and equipment that will not have field-applied finish.
- D. Use nonmetallic coatings on attachments for electrolytic protection where attachments are in direct contact with copper tubing.
- E. Use carbon-steel pipe hangers and supports, metal trapeze pipe hangers, and metal framing systems and attachments for general service applications.
- F. Use copper-plated pipe hangers and copper attachments for copper piping and tubing.
- G. Horizontal-Piping Hangers and Supports: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
  - 1. Adjustable, Steel Clevis Hangers (MSS Type 1): For suspension of noninsulated or insulated, stationary pipes NPS 1/2 to NPS 30.
  - 2. Yoke-Type Pipe Clamps (MSS Type 2): For suspension of up to 1050 deg F, pipes NPS 4 to NPS 24, requiring up to 4 inches of insulation.
  - 3. Carbon- or Alloy-Steel, Double-Bolt Pipe Clamps (MSS Type 3): For suspension of pipes NPS 3/4 to NPS 2, requiring clamp flexibility and up to 4 inches of insulation.
  - 4. Steel Pipe Clamps (MSS Type 4): For suspension of cold and hot pipes NPS 1/2 to NPS 1 if little or no insulation is required.
  - 5. Adjustable, Swivel Split- or Solid-Ring Hangers (MSS Type 6): For suspension of noninsulated, stationary pipes NPS 3/4 to NPS 2.
  - 6. Adjustable, Steel Band Hangers (MSS Type 7): For suspension of noninsulated, stationary pipes NPS 1/2 to NPS 2.
  - 7. Extension Hinged or Two-Bolt Split Pipe Clamps (MSS Type 12): For suspension of noninsulated, stationary pipes NPS 3/8 to NPS 2.
  - 8. U-Bolts (MSS Type 24): For support of heavy pipes NPS 1/2 to NPS 30.
  - 9. Pipe Saddle Supports (MSS Type 36): For support of pipes NPS 4 to NPS 36, with steel-pipe base stanchion support and carbon-steel plate.
  - 10. Pipe Stanchion Saddles (MSS Type 37): For support of pipes NPS 4 to NPS 36, with steel-pipe base stanchion support and carbon-steel plate, and with U-bolt to retain pipe.
  - 11. Adjustable Pipe Saddle Supports (MSS Type 38): For stanchion-type support for pipes NPS 2-1/2 to NPS 36 if vertical adjustment is required, with steel-pipe base stanchion support and cast-iron floor flange.
  - 12. Single-Pipe Rolls (MSS Type 41): For suspension of pipes NPS 1 to NPS 30, from two rods if longitudinal movement caused by expansion and contraction might occur.
  - 13. Adjustable Roller Hangers (MSS Type 43): For suspension of pipes NPS 2-1/2 to NPS 24, from single rod if horizontal movement caused by expansion and contraction might occur.

14. Complete Pipe Rolls (MSS Type 44): For support of pipes NPS 2 to NPS 42 if longitudinal movement caused by expansion and contraction might occur but vertical adjustment is not necessary.
  15. Pipe Roll and Plate Units (MSS Type 45): For support of pipes NPS 2 to NPS 24 if small horizontal movement caused by expansion and contraction might occur and vertical adjustment is not necessary.
  16. Adjustable Pipe Roll and Base Units (MSS Type 46): For support of pipes NPS 2 to NPS 30 if vertical and lateral adjustment during installation might be required in addition to expansion and contraction.
- H. Vertical-Piping Clamps: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Extension Pipe or Riser Clamps (MSS Type 8): For support of pipe risers NPS 3/4 to NPS 24.
  2. Carbon- or Alloy-Steel Riser Clamps (MSS Type 42): For support of pipe risers NPS 3/4 to NPS 24 if longer ends are required for riser clamps.
- I. Hanger-Rod Attachments: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Steel Clevises (MSS Type 14): For 120 to 450 deg F piping installations.
  2. Malleable-Iron Sockets (MSS Type 16): For attaching hanger rods to various types of building attachments.
  3. Steel Weldless Eye Nuts (MSS Type 17): For 120 to 450 deg F piping installations.
- J. Building Attachments: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Steel or Malleable Concrete Inserts (MSS Type 18): For upper attachment to suspend pipe hangers from concrete ceiling.
  2. Top-Beam C-Clamps (MSS Type 19): For use under roof installations with bar-joint construction, to attach to top flange of structural shape.
  3. Side-Beam or Channel Clamps (MSS Type 20): For attaching to bottom flange of beams, channels, or angles.
  4. Center-Beam Clamps (MSS Type 21): For attaching to center of bottom flange of beams.
  5. Welded Beam Attachments (MSS Type 22): For attaching to bottom of beams if loads are considerable and rod sizes are large.
  6. C-Clamps (MSS Type 23): For structural shapes.
  7. Top-Beam Clamps (MSS Type 25): For top of beams if hanger rod is required tangent to flange edge.
  8. Side-Beam Clamps (MSS Type 27): For bottom of steel I-beams.
  9. Steel-Beam Clamps with Eye Nuts (MSS Type 28): For attaching to bottom of steel I-beams for heavy loads.
  10. Linked-Steel Clamps with Eye Nuts (MSS Type 29): For attaching to bottom of steel I-beams for heavy loads, with link extensions.
  11. Malleable-Beam Clamps with Extension Pieces (MSS Type 30): For attaching to structural steel.
  12. Welded-Steel Brackets: For support of pipes from below or for suspending from above by using clip and rod. Use one of the following for indicated loads:
    - a. Light (MSS Type 31): 750 lb.
    - b. Medium (MSS Type 32): 1500 lb.
    - c. Heavy (MSS Type 33): 3000 lb.
  13. Side-Beam Brackets (MSS Type 34): For sides of steel or wooden beams.
  14. Plate Lugs (MSS Type 57): For attaching to steel beams if flexibility at beam is required.
  15. Horizontal Travelers (MSS Type 58): For supporting piping systems subject to linear horizontal movement where headroom is limited.

- K. Saddles and Shields: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Steel-Pipe-Covering Protection Saddles (MSS Type 39): To fill interior voids with insulation that matches adjoining insulation.
  2. Protection Shields (MSS Type 40): Of length recommended in writing by manufacturer to prevent crushing insulation.
- L. Spring Hangers and Supports: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Restraint-Control Devices (MSS Type 47): Where indicated to control piping movement.
  2. Spring Cushions (MSS Type 48): For light loads if vertical movement does not exceed 1-1/4 inches.
  3. Spring-Cushion Roll Hangers (MSS Type 49): For equipping Type 41, roll hanger with springs.
  4. Spring Sway Braces (MSS Type 50): To retard sway, shock, vibration, or thermal expansion in piping systems.
  5. Variable-Spring Hangers (MSS Type 51): Preset to indicated load and limit variability factor to 25 percent to allow expansion and contraction of piping system from hanger.
  6. Variable-Spring Base Supports (MSS Type 52): Preset to indicated load and limit variability factor to 25 percent to allow expansion and contraction of piping system from base support.
  7. Variable-Spring Trapeze Hangers (MSS Type 53): Preset to indicated load and limit variability factor to 25 percent to allow expansion and contraction of piping system from trapeze support.
  8. Constant Supports: For critical piping stress and if necessary to avoid transfer of stress from one support to another support, critical terminal, or connected equipment. Include auxiliary stops for erection, hydrostatic test, and load-adjustment capability. These supports include the following types:
    - a. Horizontal (MSS Type 54): Mounted horizontally.
    - b. Vertical (MSS Type 55): Mounted vertically.
    - c. Trapeze (MSS Type 56): Two vertical-type supports and one trapeze member.
- M. Comply with MSS SP-69 for trapeze pipe-hanger selections and applications that are not specified in piping system Sections.
- N. Comply with MFMA-103 for metal framing system selections and applications that are not specified in piping system Sections.
- O. Use mechanical-expansion anchors instead of building attachments where required in concrete construction.

END OF SECTION 230529

## SECTION 230548 - VIBRATION AND SEISMIC CONTROLS FOR HVAC PIPING AND EQUIPMENT

### 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 the following:
  - 1. Free Standing and Restrained spring isolators.
  - 2. Housed spring mounts.
  - 3. Seismic snubbers.
  - 4. Restraining braces and cables.
  - 5. Inertia, vibration isolation equipment bases.

#### 1.3 DEFINITIONS

- A. IBC: International Building Code.
- B. ICC-ES: ICC-Evaluation Service.
- C. OSHPD: Office of Statewide Health Planning and Development for the State of California.

#### 1.4 PERFORMANCE REQUIREMENTS

- A. Seismic-Restraint Loading:
  - 1. Site Class as Defined in the IBC: D.
  - 2. Assigned Occupancy Category as Defined in the IBC: II.
  - 3. Mapped acceleration parameters:
    - a. Short periods  $S_s$  (0.2 second): 2.514 g
    - b. 1-Second period  $S_1$ : 0.941g
  - 4. Design spectral response acceleration:
    - a. Short periods  $S_{DS}$  (0.2 seconds): 1.676g
    - b. 1-Second period  $S_{D1}$ : 0.941
  - 5. Seismic design category as defined in the IBC: E
  - 6. Component Importance Factor  $I_p$ :
    - a. Fire protection sprinkler piping: 1.5
    - b. Natural gas piping: 1.5
    - c. All other mechanical and plumbing equipment: 1.0
  - 7. Component Amplification Factor: ASCE 7-10, Table 13.6-1
  - 8. Component Response Modification Factor: ASCE 7-10, Table 13.6-1

## 1.5 ACTION SUBMITTALS

### A. Product Data: For the following:

1. Include rated load, rated deflection, and overload capacity for each vibration isolation device.
2. Illustrate and indicate style, material, strength, fastening provision, and finish for each type and size of seismic-restraint component used.
  - a. Tabulate types and sizes of seismic restraints, complete with report numbers and rated strength in tension and shear as evaluated by an agency acceptable to authorities having jurisdiction.
  - b. Annotate to indicate application of each product submitted and compliance with requirements.
3. Interlocking Snubbers: Include ratings for horizontal, vertical, and combined loads.

## 1.6 INFORMATIONAL SUBMITTALS

- ### A. Coordination Drawings: Show coordination of seismic bracing for HVAC piping and equipment with other systems and equipment in the vicinity, including other supports and seismic restraints.

## 1.7 QUALITY ASSURANCE

- ### A. Comply with seismic-restraint requirements in the IBC unless requirements in this Section are more stringent.
- ### B. Welding: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."

## PART 2 - PRODUCTS

### 2.1 VIBRATION ISOLATORS

- ### 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:
- ### B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
1. Ace Mountings Co., Inc.
  2. VMC Group
  3. California Dynamics Corporation.
  4. Isolation Technology, Inc.
  5. Kinetics Noise Control.
  6. Mason Industries.
  7. Vibration Eliminator Co., Inc.
  8. Vibration Isolation.
- ### C. Spring Isolators: Freestanding, laterally stable, open-spring isolators.

1. Outside Spring Diameter: Not less than 80 percent of the compressed height of the spring at rated load.
  2. Minimum Additional Travel: 50 percent of the required deflection at rated load.
  3. Lateral Stiffness: More than 80 percent of rated vertical stiffness.
  4. Overload Capacity: Support 200 percent of rated load, fully compressed, without deformation or failure.
  5. Baseplates: Factory drilled for bolting to structure and bonded to 1/4-inch- thick, rubber isolator pad attached to baseplate underside. Baseplates shall limit floor load to 500 psig.
  6. Top Plate and Adjustment Bolt: Threaded top plate with adjustment bolt and cap screw to fasten level equipment.
- D. Restrained Spring Isolators: Freestanding, steel, open-spring isolators with seismic or limit-stop restraint.
1. Housing: Steel with resilient vertical-limit stops to prevent spring extension due to weight being removed; factory-drilled baseplate bonded to 1/4-inch- thick, neoprene or rubber isolator pad attached to baseplate underside; and adjustable equipment mounting and leveling bolt that acts as blocking during installation.
  2. Restraint: Seismic or limit stop as required for equipment and authorities having jurisdiction.
  3. Outside Spring Diameter: Not less than 80 percent of the compressed height of the spring at rated load.
  4. Minimum Additional Travel: 50 percent of the required deflection at rated load.
  5. Lateral Stiffness: More than 80 percent of rated vertical stiffness.
  6. Overload Capacity: Support 200 percent of rated load, fully compressed, without deformation or failure.
- E. Housed Spring Mounts: Housed spring isolator with integral seismic snubbers.
1. Housing: Ductile-iron or steel housing to provide all-directional seismic restraint.
  2. Base: Factory drilled for bolting to structure.
  3. Snubbers: Vertically adjustable to allow a maximum of 1/4-inch travel up or down before contacting a resilient collar.

## 2.2 SEISMIC-RESTRAINT DEVICES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
1. Amber/Booth Company, Inc.
  2. California Dynamics Corporation.
  3. Cooper B-Line, Inc.; a division of Cooper Industries.
  4. Hilti, Inc.
  5. Kinetics Noise Control.
  6. Loos & Co.; Cableware Division.
  7. Mason Industries.
  8. TOLCO Incorporated; a brand of NIBCO INC.
  9. Unistrut; Tyco International, Ltd.
- B. General Requirements for Restraint Components: Rated strengths, features, and applications shall be as follows:

1. Structural Safety Factor: Allowable strength in tension, shear, and pullout force of components shall be at least four times the maximum seismic forces to which they will be subjected.
- C. Snubbers: Factory fabricated using welded structural-steel shapes and plates, anchor bolts, and replaceable resilient isolation washers and bushings.
1. Anchor bolts for attaching to concrete shall be seismic-rated, drill-in, and stud-wedge or female-wedge type.
  2. Resilient Isolation Washers and Bushings: Oil- and water-resistant neoprene.
  3. Maximum 1/4-inch air gap, and minimum 1/4-inch- thick resilient cushion.
- D. Channel Support System: MFMA-3, shop- or field-fabricated support assembly made of slotted steel channels with accessories for attachment to braced component at one end and to building structure at the other end and other matching components and with corrosion-resistant coating; and rated in tension, compression, and torsion forces.
- E. Restraint Cables: ASTM A 603 galvanized or ASTM A 492 stainless-steel cables with end connections made of steel assemblies with thimbles, brackets, swivel, and bolts designed for restraining cable service; and with a minimum of two clamping bolts for cable engagement.
- F. Hanger Rod Stiffener: Steel tube or steel slotted-support-system sleeve with internally bolted connections to hanger rod.
- G. Bushings for Floor-Mounted Equipment Anchor Bolts: Neoprene bushings designed for rigid equipment mountings, and matched to type and size of anchor bolts and studs.
- H. Resilient Isolation Washers and Bushings: One-piece, molded, oil- and water-resistant neoprene, with a flat washer face.
- I. Mechanical Anchor Bolts: Drilled-in and stud-wedge or female-wedge type in zinc-coated steel for interior applications and stainless steel for exterior applications. Select anchor bolts with strength required for anchor and as tested according to ASTM E 488. Minimum length of eight times diameter.
- J. Adhesive Anchor Bolts: Drilled-in and capsule anchor system containing polyvinyl or urethane methacrylate-based resin and accelerator, or injected polymer or hybrid mortar adhesive. Provide anchor bolts and hardware with zinc-coated steel for interior applications and stainless steel for exterior applications. Select anchor bolts with strength required for anchor and as tested according to ASTM E 488.

## 2.3 FACTORY FINISHES

- A. Finish: Manufacturer's standard prime-coat finish ready for field painting.
- B. Finish: Manufacturer's standard paint applied to factory-assembled and -tested equipment before shipping.
1. Powder coating on springs and housings.
  2. All hardware shall be galvanized. Hot-dip galvanize metal components for exterior use.
  3. Baked enamel or powder coat for metal components on isolators for interior use.
  4. Color-code or otherwise mark vibration isolation and seismic-control devices to indicate capacity range.



## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine areas and equipment to receive vibration isolation and seismic control devices for compliance with requirements for installation tolerances and other conditions affecting performance.
- B. Examine roughing-in of reinforcement and cast-in-place anchors to verify actual locations before installation.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 APPLICATIONS

- A. Multiple Pipe Supports: Secure pipes to trapeze member with clamps approved for application by an agency acceptable to authorities having jurisdiction.
- B. Hanger Rod Stiffeners: Install hanger rod stiffeners where required to prevent buckling of hanger rods due to seismic forces.
- C. Strength of Support and Seismic-Restraint Assemblies: Where not indicated, select sizes of components so strength will be adequate to carry present and future static and seismic loads within specified loading limits.

### 3.3 VIBRATION-CONTROL AND SEISMIC-RESTRAINT DEVICE INSTALLATION

- A. Equipment Restraints:
  - 1. Install seismic snubbers on HVAC equipment mounted on vibration isolators. Locate snubbers as close as possible to vibration isolators and bolt to equipment base and supporting structure.
  - 2. Install resilient bolt isolation washers on equipment anchor bolts where clearance between anchor and adjacent surface exceeds 0.125 inch.
  - 3. Install seismic-restraint devices using methods approved by an agency acceptable to authorities having jurisdiction providing required submittals for component.
- B. Piping Restraints **(Required only for piping with an Importance Factor of  $I_p=1.5$  or above)**:
  - 1. Comply with requirements in MSS SP-127.
  - 2. Space lateral supports a maximum of 40 feet o.c., and longitudinal supports a maximum of 80 feet o.c.
  - 3. Brace a change of direction longer than 12 feet.
- C. Install cables so they do not bend across edges of adjacent equipment or building structure.
- D. Install seismic-restraint devices using methods approved by manufacturer of seismic-restraint components or practices detailed in Seismic Restraint Manual guidelines for mechanical Systems by SMACNA, 2008 Edition, providing required submittals for component.
- E. Install bushing assemblies for anchor bolts for floor-mounted equipment, arranged to provide resilient media between anchor bolt and mounting hole in concrete base.

- F. Install bushing assemblies for mounting bolts for wall-mounted equipment, arranged to provide resilient media where equipment or equipment-mounting channels are attached to wall.
- G. Attachment to Structure: If specific attachment is not indicated, anchor bracing to structure at flanges of beams, at upper truss chords of bar joists, or at concrete members.
- H. Drilled-in Anchors:
  - 1. Identify position of reinforcing steel and other embedded items prior to drilling holes for anchors. Do not damage existing reinforcing or embedded items during coring or drilling. Notify the structural engineer if reinforcing steel or other embedded items are encountered during drilling. Locate and avoid prestressed tendons, electrical and telecommunications conduit, and gas lines.
  - 2. Do not drill holes in concrete or masonry until concrete, mortar, or grout has achieved full design strength.
  - 3. Wedge Anchors: Protect threads from damage during anchor installation. Heavy-duty sleeve anchors shall be installed with sleeve fully engaged in the structural element to which anchor is to be fastened.
  - 4. Adhesive Anchors: Clean holes to remove loose material and drilling dust prior to installation of adhesive. Place adhesive in holes proceeding from the bottom of the hole and progressing toward the surface in such a manner as to avoid introduction of air pockets in the adhesive.
  - 5. Set anchors to manufacturer's recommended torque, using a torque wrench.
  - 6. Install zinc-coated steel anchors for interior and stainless-steel anchors for exterior applications.

### 3.4 ACCOMMODATION OF DIFFERENTIAL SEISMIC MOTION

- A. Install flexible connections in piping where they cross seismic joints, where adjacent sections or branches are supported by different structural elements, and where the connections terminate with connection to equipment that is anchored to a different structural element from the one supporting the connections as they approach equipment.

### 3.5 ADJUSTING

- A. Adjust limit stops on restrained spring isolators to mount equipment at normal operating height. After equipment installation is complete, adjust limit stops so they are out of contact during normal operation.
- B. Adjust active height of spring isolators.
- C. Adjust restraints to permit free movement of equipment within normal mode of operation.

END OF SECTION 230548

## SECTION 230553 - IDENTIFICATION FOR HVAC PIPING AND EQUIPMENT

### 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. Equipment Labels
  - 2. Thermostat Labels

#### 1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Equipment Label Schedule: Include a listing of all equipment to be labeled with the proposed content for each label.

#### 1.4 COORDINATION

- A. Coordinate installation of identifying devices with completion of covering and painting of surfaces where devices are to be applied.
- B. Coordinate installation of identifying devices with locations of access panels and doors.
- C. Install identifying devices before installing acoustical ceilings and similar concealment.

### PART 2 - PRODUCTS

#### 2.1 EQUIPMENT LABELS

- A. Labels for Equipment (Indoors):
  - 1. Material and Thickness: Printed plastic with contact-type, permanent-adhesive backing.
  - 2. Letter Color: White.
  - 3. Background Color: Black.
  - 4. Maximum Temperature: Able to withstand temperatures up to 160 deg F.
  - 5. Minimum Label Size: Length and width vary for required label content, but not less than 2-1/2 by 3/4 inch.
  - 6. Minimum Letter Size: 1/4 inch for name of units if viewing distance is less than 24 inches, 1/2 inch for viewing distances up to 72 inches, and proportionately larger lettering for greater viewing distances. Include secondary lettering two-thirds to three-fourths the size of principal lettering.
  - 7. Adhesive: Contact-type permanent adhesive, compatible with label and with substrate.
- B. Label Content: Include equipment's Drawing designation or unique equipment number.
- C. Equipment Label Schedule: For each item of equipment to be labeled, on 8-1/2-by-11-inch bond paper. Tabulate equipment identification number and identify Drawing numbers where equipment is indicated (plans, details, and schedules, plus the Specification Section number

and title where equipment is specified. Equipment schedule shall be included in operation and maintenance data.

1. Adhesive: Contact-type permanent adhesive, compatible with label and with substrate.

## 2.2 CEILING TILE LABELS AND THERMOSTAT LABELS

- A. Labels for Equipment (Indoors):
  1. Material and Thickness: Printed plastic with contact-type, permanent-adhesive backing.
  2. Letter Color: Black.
  3. Background Color: White.
  4. Minimum Label Size: Length and width vary for required label content, but not less than 1/2 inch high.
  5. Minimum Letter Size: 1/4 inch for name of units if viewing distance is less than 24 inches, 3/8 inch for viewing distances up to 72 inches, and proportionately larger lettering for greater viewing distances. Include secondary lettering two-thirds to three-fourths the size of principal lettering.
  6. Adhesive: Contact-type permanent adhesive, compatible with label and with substrate.
- B. Label Content: Include equipment's Drawing designation or unique equipment number.
- C. Equipment Label Schedule: For each item of equipment to be labeled, on 8-1/2-by-11-inch bond paper. Tabulate equipment identification number and identify Drawing numbers where equipment is indicated (plans, details, and schedules, plus the Specification Section number and title where equipment is specified. Equipment schedule shall be included in operation and maintenance data.

## PART 3 - EXECUTION

### 3.1 PREPARATION

- A. Remove existing labels. Clean surfaces of substances that could impair bond of identification devices, including dirt, oil, grease, release agents, and incompatible primers, paints, and encapsulants.

### 3.2 EQUIPMENT LABEL INSTALLATION

- A. Install or permanently fasten labels on each major item of mechanical equipment.
- B. Locate equipment labels where accessible and visible.

### 3.3 THERMOSTAT LABELS

- A. Label thermostat with VAV box, fan coil units, and fan coil unit designation. Place label on side of thermostat.

END OF SECTION 23 05 53

## SECTION 230593 - TESTING, ADJUSTING, AND BALANCING 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. Section Includes:
  - 1. Balancing Air Systems:
    - a. Single Zone air systems
    - b. Exhaust Fans

#### 1.3 DEFINITIONS

- A. AABC: Associated Air Balance Council.
- B. NEBB: National Environmental Balancing Bureau.
- C. TAB: Testing, adjusting, and balancing.
- D. TAB Specialist: An entity engaged to perform TAB Work.

#### 1.4 ACTION SUBMITTALS

- 1. TAB Report Documentation of work performed for ASHRAE/IESNA 90.1, Section 6.7.2.3 - "System Balancing."

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Qualification Data: Within 30 days of Contractor's Notice to Proceed, submit documentation that the TAB contractor and this Project's TAB team members meet the qualifications specified in "Quality Assurance" Article.
- B. Contract Documents Examination Report: Within 30 days of Contractor's Notice to Proceed, submit the Contract Documents review report as specified in Part 3.
- C. Strategies and Procedures Plan: Within 30 days of Contractor's Notice to Proceed, submit TAB strategies and step-by-step procedures as specified in "Preparation" Article.
- D. Certified TAB reports.
- E. Sample report forms.
- F. Instrument calibration reports, to include the following:
  - 1. Instrument type and make.
  - 2. Serial number.
  - 3. Application.
  - 4. Dates of use.
  - 5. Dates of calibration.

## 1.6 QUALITY ASSURANCE

- A. TAB Contractor Qualifications: Engage an independent 3<sup>rd</sup> Party Tab Contractor TAB entity certified by NEBB or AACB
  - 1. TAB Field Supervisor: Employee of the TAB contractor and certified by NEBB or AACB
  - 2. TAB Technician: Employee of the TAB contractor and who is certified by AACB or NEBB as a TAB technician.
- B. TAB Conference: Meet with Engineer on approval of the TAB strategies and procedures plan to develop a mutual understanding of the details. Require the participation of the TAB field supervisor and technicians. Provide fourteen days' advance notice of scheduled meeting time and location.
  - 1. Agenda Items:
    - a. The Contract Documents examination report.
    - b. The TAB plan.
    - c. Coordination and cooperation of trades and subcontractors.
    - d. Coordination of documentation and communication flow.
- C. Certify TAB field data reports and perform the following:
  - 1. Review field data reports to validate accuracy of data and to prepare certified TAB reports.
  - 2. Certify that the TAB team complied with the approved TAB plan and the procedures specified and referenced in this Specification.
- D. TAB Report Forms: Use standard NEBB or AACB forms
- E. Instrumentation Type, Quantity, Accuracy, and Calibration: As described in ASHRAE 111, Section 5, "Instrumentation."
- F. ASHRAE Compliance: Applicable requirements in ASHRAE 62.1, Section 7.2.2 - "Air Balancing."
- G. ASHRAE/IESNA Compliance: Applicable requirements in ASHRAE/IESNA 90.1, Section 6.7.2.3 - "System Balancing."

## 1.7 PROJECT CONDITIONS

- A. Full Owner Occupancy: Owner will occupy the site and existing building during entire TAB period. Cooperate with Owner during TAB operations to minimize conflicts with Owner's operations.

## 1.8 COORDINATION

- A. Notice: Provide seven days' advance notice for each test. Include scheduled test dates and times.
- B. Perform TAB after leakage and pressure tests on [air] [and] [water] distribution systems have been satisfactorily completed.

## 1.9 Testing, Adjusting, and Balancing (TAB) Assistance.

- A. Refer to Automatic Temperature control (ATC) Specification for the ATC assistance to the contractor.

## PART 2 - PRODUCTS (Not Applicable)

## PART 3 - EXECUTION

### 3.1 TAB SPECIALISTS

### 3.2 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.
- B. Examine systems for installed balancing devices, such as test ports, gage cocks, thermometer wells, flow-control devices, balancing valves and fittings, and manual volume dampers. Verify that locations of these balancing devices are accessible.
- C. Examine the approved submittals for HVAC systems and equipment.
- 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 ceiling plenums and underfloor air plenums used for supply, return, or relief air to verify that they are properly sealed and separated from adjacent areas. Verify that penetrations in plenum walls are sealed and fire-stopped if required.
- F. Examine equipment performance data including fan and pump curves.
  - 1. 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.
  - 2. Calculate system-effect factors to reduce performance ratings of HVAC equipment when installed under conditions different from the conditions used to rate equipment performance. To calculate system effects for air systems, use tables and charts found in AMCA 201, "Fans and Systems," or in SMACNA's "HVAC Systems - Duct Design." Compare results with the design data and installed conditions.
- G. Examine system and equipment installations and verify that field quality-control testing, cleaning, and adjusting specified in individual Sections have been performed.
- H. Examine test reports specified in individual system and equipment Sections.
- I. Examine HVAC equipment and filters and verify that bearings are greased, belts are aligned and tight, and equipment with functioning controls is ready for operation.
- J. Examine heat-transfer coils for correct piping connections and for clean and straight fins.
- K. Examine operating safety interlocks and controls on HVAC equipment.
- L. 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.

### 3.3 PREPARATION

- A. Prepare a TAB plan that includes strategies and step-by-step procedures.

- B. Complete system-readiness checks and prepare reports. Verify the following:
  - 1. Permanent electrical-power wiring is complete.
  - 2. Automatic temperature-control systems are operational.
  - 3. Equipment and duct access doors are securely closed.
  - 4. Balance, smoke, and fire dampers are open.
  - 5. Ceilings are installed in critical areas where air-pattern adjustments are required and access to balancing devices is provided.
  - 6. Windows and doors can be closed so indicated conditions for system operations can be met.

### 3.4 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 Total System Balance" or NEBB's "Procedural Standards for Testing, Adjusting, and Balancing of Environmental Systems" and in this Section.
  - 1. Comply with requirements in ASHRAE 62.1, Section 7.2.2 - "Air Balancing."
- B. Cut insulation, ducts, pipes, and equipment cabinets for installation of test probes to the minimum extent necessary for TAB procedures.
  - 1. After testing and balancing, patch probe holes in ducts with same material and thickness as used to construct ducts.
  - 2. After testing and balancing, install test ports and duct access doors that comply with requirements in Section 233300.
  - 3. Install and join new insulation that matches removed materials. Restore insulation, coverings, vapor barrier, and finish according to Section 230713,
- C. Mark equipment and balancing devices, including damper-control positions, valve position indicators, fan-speed-control levers, and similar controls and devices, with paint or other suitable, permanent identification material to show final settings.

### 3.5 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 outdoor-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. Verify that air duct system is sealed as specified in Section 233113.

### 3.6 PROCEDURES FOR SINGLE ZONE AIR SYSTEMS

- A. Adjust fans to deliver total indicated airflows within the maximum allowable fan speed listed by fan manufacturer.
  - 1. Measure total airflow.
    - a. Where sufficient space in ducts is unavailable for Pitot-tube traverse measurements, measure airflow at terminal outlets and inlets and calculate the total airflow.
  - 2. Measure fan static pressures as follows to determine actual static pressure:
    - a. Measure outlet static pressure as far downstream from the fan as practical 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 the 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.
  - 3. Measure static pressure across each component that makes up an air-handling unit, rooftop unit, and other air-handling and -treating equipment.
    - a. Report the cleanliness status of filters and the time static pressures are measured.
  - 4. Measure static pressures entering and leaving other devices, such as sound traps, heat-recovery equipment, and air washers, under final balanced conditions.
  - 5. Review Record Documents to determine variations in design static pressures versus actual static pressures. Calculate actual system-effect factors. Recommend adjustments to accommodate actual conditions.
  - 6. Obtain approval from Engineer for adjustment of fan speed higher or lower than indicated speed. Comply with requirements in HVAC Sections for air-handling units for adjustment of fans, belts, and pulley sizes to achieve indicated air-handling-unit performance.
  - 7. 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 mode 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 airflow of submain and branch ducts.
    - 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. Measure static pressure at a point downstream from the balancing damper, and adjust volume dampers until the proper static pressure is achieved.
  - 3. 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 air 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 air outlets and inlets for each space to indicated airflows within specified tolerances of indicated values. Make adjustments using branch 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.

### 3.7 PROCEDURES FOR MOTORS

- A. Motors, 1/2 HP and Larger: Test at final balanced conditions and record the following data:
  1. Manufacturer's name, model number, and serial number.
  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 of the controller to prove proper operation. Record observations including name of controller manufacturer, model number, serial number, and nameplate data.

### 3.8 PROCEDURES FOR CONDENSING UNITS

- A. Verify proper rotation of fans.
- B. Measure entering- and leaving-air temperatures.
- C. Record compressor data.

### 3.9 PROCEDURES FOR HEAT-TRANSFER COILS

- A. Measure, adjust, and record the following data for each electric heating coil:
  1. Nameplate data.
  2. Airflow.
  3. Entering- and leaving-air temperature at full load.
  4. Voltage and amperage input of each phase at full load and at each incremental stage.
  5. Calculated kilowatt at full load.
  6. Fuse or circuit-breaker rating for overload protection.
- B. Measure, adjust, and record the following data for each refrigerant coil:
  1. Dry-bulb temperature of entering and leaving air.
  2. Wet-bulb temperature of entering and leaving air.
  3. Airflow.
  4. Air pressure drop.
  5. Refrigerant suction pressure and temperature.

### 3.10 TOLERANCES

- A. Set HVAC system's air flow rates 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

### 3.11 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: Prepare progress 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.

### 3.12 FINAL REPORT

- A. General: Prepare a certified written report; tabulate and divide the report into separate sections for tested systems and balanced systems.
  - 1. Include a certification sheet at the front of the report's binder, signed and sealed by the certified testing and balancing engineer.
  - 2. Include a list of instruments used for procedures, along with proof of calibration.
- B. Final Report Contents: In addition to certified field-report data, include the following:
  - 1. Fan curves.
  - 2. Manufacturers' test data.
  - 3. Field test reports prepared by system and equipment installers.
  - 4. Other information relative to equipment performance; do not include Shop Drawings and product data.
- C. General Report Data: In addition to form titles and entries, include the following data:
  - 1. Title page.
  - 2. Name and address of the TAB contractor.
  - 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 supervisor 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's name, type, size, and fittings.
  - 14. Notes to explain why certain final data in the body of reports vary from indicated values.
  - 15. Test conditions for fans and pump performance forms including the following:
    - a. Settings for outdoor-, 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.

- D. 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 outdoor, supply, return, and exhaust airflows.
  2. Duct, outlet, and inlet sizes.
  3. Pipe and valve sizes and locations.
  4. Terminal units.
  5. Balancing stations.
  6. Position of balancing devices.
- E. Air-Handling-Unit Test Reports: For air-handling units with coils, include the following:
1. Unit Data:
    - 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, and bore.
    - i. Center-to-center dimensions of sheave, and amount of adjustments in inches.
    - j. Number, make, and size of belts.
    - k. Number, type, and size of filters.
  2. Motor Data:
    - a. Motor 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, and bore.
    - f. Center-to-center dimensions of sheave, and amount of adjustments in inches.
  3. Test Data (Indicated and Actual Values):
    - a. Total air flow rate in cfm.
    - b. Total system static pressure in inches wg.
    - c. Fan rpm.
    - d. Discharge static pressure in inches wg.
    - e. Filter static-pressure differential in inches wg.
    - f. Preheat-coil static-pressure differential in inches wg.
    - g. Cooling-coil static-pressure differential in inches wg.
    - h. Heating-coil static-pressure differential in inches wg.
    - i. Outdoor airflow in cfm.
    - j. Return airflow in cfm.
    - k. Outdoor-air damper position.
    - l. Return-air damper position.
    - m. Vortex damper position.
- F. 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 o.c.
    - f. Make and model number.
    - g. Face area in sq. ft.
    - h. Tube size in NPS.
    - i. Tube and fin materials.

- j. Circuiting arrangement.
  - 2. Test Data (Indicated and Actual Values):
    - a. Air flow rate in cfm.
    - b. Average face velocity in fpm.
    - c. Air pressure drop in inches wg.
    - d. Outdoor-air, wet- and dry-bulb temperatures in deg F.
    - e. Return-air, wet- and dry-bulb temperatures in deg F.
    - f. Entering-air, wet- and dry-bulb temperatures in deg F.
    - g. Leaving-air, wet- and dry-bulb temperatures in deg F.
    - h. Refrigerant expansion valve and refrigerant types.
    - i. Refrigerant suction pressure in psig.
    - j. Refrigerant suction temperature in deg F.
    - k. Operating Compressor Capacities
- G. 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 Btu/h.
    - e. Number of stages.
    - f. Connected volts, phase, and hertz.
    - g. Rated amperage.
    - h. Air flow rate in cfm.
    - i. Face area in sq. ft..
    - j. Minimum face velocity in fpm.
  - 2. Test Data (Indicated and Actual Values):
    - a. Heat output in Btu/h.
    - b. Air flow rate in cfm.
    - c. Air velocity in fpm.
    - d. Entering-air temperature in deg F.
    - e. Leaving-air temperature in deg F.
    - f. Voltage at each connection.
    - g. Amperage for each phase.
- H. 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, and bore.
    - h. Center-to-center dimensions of sheave, and amount of adjustments in inches.
  - 2. Motor Data:
    - a. Motor 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, and bore.
    - f. Center-to-center dimensions of sheave, and amount of adjustments in inches.
    - g. Number, make, and size of belts.
  - 3. Test Data (Indicated and Actual Values):

- a. Total airflow rate in cfm.
  - b. Total system static pressure in inches wg.
  - c. Fan rpm.
  - d. Discharge static pressure in inches wg.
  - e. Suction static pressure in inches wg.
- I. 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.
    - d. Duct static pressure in inches wg.
    - e. Duct size in inches.
    - f. Duct area in sq. ft..
    - g. Indicated air flow rate in cfm.
    - h. Indicated velocity in fpm.
    - i. Actual air flow rate in cfm.
    - j. Actual average velocity in fpm.
    - k. Barometric pressure in psig.
- J. System-Coil Reports: For reheat coils and water coils of terminal units, include the following:
  - 1. Unit Data:
    - a. System and air-handling-unit identification.
    - b. Location and zone.
    - c. Room or riser served.
    - d. Coil make and size.
    - e. Flowmeter type.
  - 2. Test Data (Indicated and Actual Values):
    - a. Air flow rate in cfm.
    - b. Entering-water temperature in deg F.
    - c. Leaving-water temperature in deg F.
    - d. Water pressure drop in feet of head or psig.
    - e. Entering-air temperature in deg F.
    - f. Leaving-air temperature in deg F.
- K. Instrument Calibration Reports:
  - 1. Report Data:
    - a. Instrument type and make.
    - b. Serial number.
    - c. Application.
    - d. Dates of use.
    - e. Dates of calibration.

### 3.13 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. 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. Verify that balancing devices are marked with final balance position.
- e. Note deviations from the Contract Documents in the final report.

B. Final Inspection:

- 1. After initial inspection is complete and documentation 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 [Construction Manager]
- 2. The TAB Contractor's test and balance Engineer shall conduct the inspection in the presence of Construction Manager.
- 3. If 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."
- 4. 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.

C. TAB Work will be considered defective if it does not pass final inspections. If TAB Work fails, proceed as follows:

- 1. Recheck all measurements and make adjustments. Revise the final report and balancing device settings to include all changes; resubmit the final report and request a second final inspection.
- 2. If the second final inspection also fails, Owner may contract the services of another TAB Contractor to complete TAB Work according to the Contract Documents and deduct the cost of the services from the original TAB Contractor's final payment.

D. Prepare test and inspection reports.

3.14 ADDITIONAL TESTS

- A. Seasonal Periods: If initial TAB procedures were not performed during near-peak summer and winter conditions, perform additional TAB during near-peak summer and winter conditions.

END OF SECTION 23 05 93

## SECTION 230713 - DUCT INSULATION

### 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 insulating the following duct services:
  - 1. Indoor, concealed supply, return, ventilation and outdoor air.
  - 2. Indoor, exposed supply, return, ventilation and outdoor air.
  - 3. Outdoor, concealed supply, return, general exhaust and outdoor air.
  - 4. Outdoor, exposed supply, return, general exhaust and outdoor air.
- B. Related Sections:
  - 1. Section 233113 "Metal Ducts" for duct liners.

#### 1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated. Include thermal conductivity, water-vapor permeance thickness, and jackets (both factory- and field-applied if any).
- B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.
  - 1. Detail application of protective shields, saddles, and inserts at hangers for each type of insulation and hanger.
  - 2. Detail insulation application at elbows, fittings, dampers, specialties and flanges for each type of insulation.
  - 3. Detail application of field-applied jackets.
  - 4. Detail application at linkages of control devices.

#### 1.4 QUALITY ASSURANCE

- A. Installer Qualifications: Skilled mechanics who have successfully completed an apprenticeship program or another craft training program certified by the Department of Labor, Bureau of Apprenticeship and Training.
- B. Surface-Burning Characteristics: For insulation and related materials, as determined by testing identical products according to ASTM E 84, by a testing agency acceptable to authorities having jurisdiction. Factory label insulation and jacket materials and adhesive, mastic, tapes, and cement material containers, with appropriate markings of applicable testing agency.
  - 1. Insulation Installed Indoors: Flame-spread index of 25 or less, and smoke-developed index of 50 or less.



## 1.5 DELIVERY, STORAGE, AND HANDLING

- A. Packaging: Insulation material containers shall be marked by manufacturer with appropriate ASTM standard designation, type and grade, and maximum use temperature.

## 1.6 COORDINATION

- A. Coordinate sizes and locations of supports, hangers, and insulation shields specified in Division 23 Section "Hangers and Supports for HVAC Piping and Equipment."
- B. Coordinate clearance requirements with duct Installer for duct insulation application. Before preparing ductwork Shop Drawings, establish and maintain clearance requirements for installation of insulation and for space required for maintenance.

## PART 2 - PRODUCTS

### 2.1 INSULATION MATERIALS

- A. Comply with requirements in "Duct Insulation Schedule, General," and "Indoor Duct and Plenum Insulation Schedule," articles for where insulating materials shall be applied.
- B. Products shall not contain asbestos, lead, mercury, or mercury compounds.
- C. Foam insulation materials shall not use CFC or HCFC blowing agents in the manufacturing process.
- D. Flexible Elastomeric Insulation: Closed-cell, sponge- or expanded-rubber materials. Comply with ASTM C 534, Type II for sheet materials.
  - 1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Aeroflex USA, Inc.; Aerocel.
    - b. Armacell LLC; AP Armaflex.
    - c. K-Flex USA; K-Flex
- E. Mineral-Fiber Blanket Insulation: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C 553, Type II and ASTM C 1290, Type III with factory-applied FSK jacket. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.
  - 1. Products: Subject to compliance with requirements, provide one of the following:
    - a. CertainTeed Corp.; SoftTouch Duct Wrap.
    - b. Johns Manville; Microlite.
    - c. Knauf Insulation; Friendly Feel Duct Wrap.
    - d. Manson Insulation Inc.; Alley Wrap.
    - e. Owens Corning; SOFTR All-Service Duct Wrap.
- F. Mineral-Fiber Board Insulation: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C 612, Type IA or Type IB. For duct and plenum applications, provide insulation with factory-applied FSK jacket. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.

1. Products: Subject to compliance with requirements, provide one of the following:

- a. CertainTeed Corp.; Commercial Board.
- b. Fibrex Insulations Inc.; FBX.
- c. Johns Manville; 800 Series Spin-Glas.
- d. Knauf Insulation; Insulation Board.
- e. Manson Insulation Inc.; AK Board.
- f. Owens Corning; Fiberglas 700 Series.

G. Polyisocyanurate Foam Board Insulation: Uniform closed-cell polyisocyanurate rigid board foam core bonded on each side to a factory applied foil face. ASTM C1289, Type I, Class 1, compressive strength, 20 PSI, ASTM E96 moisture vapor transmission less than 1 perm, ASTM C209 water absorption less than 1 percent volume, service temperature -100 to 250 deg. F. R-value R-13 hr x ft<sup>2</sup> x degF / BTU at 2 inch thick.

- a. Tapered Polyisocyanurate Foam Board Insulation shall be similar product without the factory applied foil face.

## 2.2 SEALANTS

A. FSK and Metal Jacket Flashing Sealants:

1. Materials shall be compatible with insulation materials, jackets, and substrates.
2. Fire- and water-resistant, flexible, elastomeric sealant.
3. Service Temperature Range: Minus 40 to plus 250 deg F (Minus 40 to plus 121 deg C).
4. Color: Aluminum.
5. For indoor applications, sealants shall have a VOC content of 420 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).

## 2.3 FACTORY-APPLIED JACKETS

A. Insulation system schedules indicate factory-applied jackets on various applications. When factory-applied jackets are indicated, comply with the following:

1. FSK Jacket: Aluminum-foil, fiberglass-reinforced scrim with kraft-paper backing; complying with ASTM C 1136, Type II.

## 2.4 TAPES

A. FSK Tape: Foil-face, vapor-retarder tape matching factory-applied jacket with acrylic adhesive; complying with ASTM C 1136.

1. Width: 3 inches (75 mm).
2. Thickness: 6.5 mils (0.16 mm).
3. Adhesion: 90 ounces force/inch (1.0 N/mm) in width.
4. Elongation: 2 percent.
5. Tensile Strength: 40 lbf/inch (7.2 N/mm) in width.
6. FSK Tape Disks and Squares: Precut disks or squares of FSK tape.

## 2.5 SECUREMENTS

A. Insulation Pins and Hangers:

1. Capacitor-Discharge-Weld Pins: Copper- or zinc-coated steel pin, fully annealed for capacitor-discharge welding, 0.135-inch- (3.5-mm-) diameter shank, length to suit depth of insulation indicated.
2. Cupped-Head, Capacitor-Discharge-Weld Pins: Copper- or zinc-coated steel pin, fully annealed for capacitor-discharge welding, 0.135-inch- (3.5-mm-) diameter shank, length to suit depth of insulation indicated with integral 1-1/2-inch (38-mm) galvanized carbon-steel washer.

## 2.6 FIELD-APPLIED JACKETS

- A. Self-Adhesive Outdoor Jacket: Minimum 15-mil- thickness, UV-resistant laminated vapor barrier and waterproofing membrane for installation over insulation; consisting of multi-layered laminate stucco-embossed aluminum-foil facing. Product shall be self-sealing
  1. Products: Subject to compliance with requirements, provide the following:
    - a. Polyguard Products, Inc.; Alumaguard All-Weather.
    - b. MFM Building Products; Flex Clad 250
    - c. 3M; VentureClad 1579
  2. Color: White

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates and conditions for compliance with requirements for installation tolerances and other conditions affecting performance of insulation application.
  1. Verify that systems to be insulated have been tested and are free of defects.
  2. Verify that surfaces to be insulated are clean and dry.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Surface Preparation: Clean and dry surfaces to receive insulation. Remove materials that will adversely affect insulation application.

### 3.3 GENERAL INSTALLATION REQUIREMENTS

- A. Install insulation materials, accessories, and finishes with smooth, straight, and even surfaces; free of voids throughout the length of ducts and fittings.
- B. Install insulation materials, vapor barriers or retarders, jackets, and thicknesses required for each item of duct system as specified in insulation system schedules.

- C. Install accessories compatible with insulation materials and suitable for the service. Install accessories that do not corrode, soften, or otherwise attack insulation or jacket in either wet or dry state.
- D. Install insulation with longitudinal seams at top and bottom of horizontal runs.
- E. Install multiple layers of insulation with longitudinal and end seams staggered.
- F. Keep insulation materials dry during application and finishing.
- G. Install insulation with tight longitudinal seams and end joints. Bond seams and joints with adhesive recommended by insulation material manufacturer.
- H. Install insulation with least number of joints practical.
- I. Where vapor barrier is indicated, seal joints, seams, and penetrations in insulation at hangers, supports, anchors, and other projections with vapor-barrier mastic.
  - 1. Install insulation continuously through hangers and around anchor attachments.
  - 2. For insulation application where vapor barriers are indicated, extend insulation on anchor legs from point of attachment to supported item to point of attachment to structure. Taper and seal ends at attachment to structure with vapor-barrier mastic.
  - 3. For insulation application where vapor barriers are indicated, seal the penetrations in insulation at duct support structural steel or unistrut elements.
  - 4. Install insert materials and install insulation to tightly join the insert. Seal insulation to insulation inserts with adhesive or sealing compound recommended by insulation material manufacturer.
- J. Insulate duct mounted reheat coil casings and VAV terminal box reheat coil casings by extending duct insulation over reheat coil casing.
- K. Apply adhesives, mastics, and sealants at manufacturer's recommended coverage rate and wet and dry film thicknesses.
- L. Install insulation with factory-applied jackets as follows:
  - 1. Draw jacket tight and smooth.
  - 2. Cover circumferential joints with 3-inch- wide strips, of same material as insulation jacket. Secure strips with adhesive and outward clinching staples along both edges of strip, spaced 4 inches o.c.
  - 3. Overlap jacket longitudinal seams at least 1-1/2 inches. Clean and dry surface to receive self-sealing lap. Staple laps with outward clinching staples along edge at [2 inches] [4 inches] o.c.
    - a. For below ambient services, apply vapor-barrier mastic over staples.
  - 4. Cover joints and seams with tape, according to insulation material manufacturer's written instructions, to maintain vapor seal.
  - 5. Where vapor barriers are indicated, apply vapor-barrier mastic on seams and joints and at ends adjacent to duct flanges and fittings.
- M. Cut insulation in a manner to avoid compressing insulation more than 75 percent of its nominal thickness.

- N. Finish installation with systems at operating conditions. Repair joint separations and cracking due to thermal movement.
- O. Repair damaged insulation facings by applying same facing material over damaged areas. Extend patches at least 4 inches beyond damaged areas. Adhere, staple, and seal patches similar to butt joints.

### 3.4 PENETRATIONS

- A. Insulation Installation at Interior Wall and Partition Penetrations (That Are Not Fire Rated): Install insulation continuously through walls and partitions.
- B. Insulation Installation at Fire-Rated Wall and Partition Penetrations: Terminate insulation at fire damper sleeves for fire-rated wall and partition penetrations. Externally insulate damper sleeves to match adjacent insulation and overlap duct insulation at least 2 inches.
- C. Insulation Installation at Floor Penetrations:
  - 1. Duct: For penetrations through fire-rated assemblies, terminate insulation at fire damper sleeves and externally insulate damper sleeve beyond floor to match adjacent duct insulation. Overlap damper sleeve and duct insulation at least 2 inches.
  - 2. Seal penetrations through fire-rated assemblies.

### 3.5 INSTALLATION OF FLEXIBLE ELASTOMERIC INSULATION

- A. Seal longitudinal seams and end joints with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.

### 3.6 INSTALLATION OF MINERAL-FIBER INSULATION

- A. Blanket Insulation Installation on Ducts and Plenums: Secure with adhesive and insulation pins.
  - 1. Apply adhesives according to manufacturer's recommended coverage rates per unit area, for 100 percent coverage of duct and plenum surfaces.
  - 2. Apply adhesive to entire circumference of ducts and to all surfaces of fittings and transitions.
  - 3. Install either capacitor-discharge-weld pins and speed washers or cupped-head, capacitor-discharge-weld pins on sides and bottom of horizontal ducts and sides of vertical ducts as follows:
    - a. On duct sides with dimensions 18 inches and smaller, place pins along longitudinal centerline of duct. Space 3 inches maximum from insulation end joints, and 16 inches o.c.
    - b. On duct sides with dimensions larger than 18 inches, place pins 16 inches o.c. each way, and 3 inches maximum from insulation joints. Install additional pins to hold insulation tightly against surface at cross bracing.
    - c. Pins may be omitted from top surface of horizontal, rectangular ducts and plenums.
    - d. Do not over compress insulation during installation.
    - e. Impale insulation over pins and attach speed washers.
    - f. Cut excess portion of pins extending beyond speed washers or bend parallel with insulation surface. Cover exposed pins and washers with tape matching insulation facing.

4. For ducts and plenums with surface temperatures below ambient, install a continuous unbroken vapor barrier. Create a facing lap for longitudinal seams and end joints with insulation by removing 2 inches from one edge and one end of insulation segment. Secure laps to adjacent insulation section with 1/2-inch outward-clinching staples, 1 inch o.c. Install vapor barrier consisting of factory- or field-applied jacket, adhesive, vapor-barrier mastic, and sealant at joints, seams, and protrusions.
    - a. Repair punctures, tears, and penetrations with tape or mastic to maintain vapor-barrier seal.
    - b. Install vapor stops for ductwork and plenums operating below 50 deg F at 18-foot intervals. Vapor stops shall consist of vapor-barrier mastic applied in a Z-shaped pattern over insulation face, along butt end of insulation, and over the surface. Cover insulation face and surface to be insulated a width equal to two times the insulation thickness, but not less than 3 inches.
  5. Overlap unfaced blankets a minimum of 2 inches on longitudinal seams and end joints. At end joints, secure with steel bands spaced a maximum of 18 inches o.c.
  6. Install insulation on rectangular duct elbows and transitions with a full insulation section for each surface. Install insulation on round and flat-oval duct elbows with individually mitered gores cut to fit the elbow.
  7. Insulate duct stiffeners, hangers, and flanges that protrude beyond insulation surface with 6-inch- wide strips of same material used to insulate duct. Secure on alternating sides of stiffener, hanger, and flange with pins spaced 6 inches o.c.
- B. Board Insulation Installation on Ducts and Plenums: Secure with adhesive and insulation pins.
1. Apply adhesives according to manufacturer's recommended coverage rates per unit area, for 100 percent coverage of duct and plenum surfaces.
  2. Apply adhesive to entire circumference of ducts and to all surfaces of fittings and transitions.
  3. Install either capacitor-discharge-weld pins and speed washers or cupped-head, capacitor-discharge-weld pins on sides and bottom of horizontal ducts and sides of vertical ducts as follows:
    - a. On duct sides with dimensions 18 inches and smaller, place pins along longitudinal centerline of duct. Space 3 inches maximum from insulation end joints, and 16 inches o.c.
    - b. On duct sides with dimensions larger than 18 inches, space pins 16 inches o.c. each way, and 3 inches maximum from insulation joints. Install additional pins to hold insulation tightly against surface at cross bracing.
    - c. Pins may be omitted from top surface of horizontal, rectangular ducts and plenums.
    - d. Do not over compress insulation during installation.
    - e. Cut excess portion of pins extending beyond speed washers or bend parallel with insulation surface. Cover exposed pins and washers with tape matching insulation facing.
  4. For ducts and plenums with surface temperatures below ambient, install a continuous unbroken vapor barrier. Create a facing lap for longitudinal seams and end joints with insulation by removing 2 inches from one edge and one end of insulation segment. Secure laps to adjacent insulation section with 1/2-inch outward-clinching staples, 1 inch o.c. Install vapor barrier consisting of factory- or field-applied jacket, adhesive, vapor-barrier mastic, and sealant at joints, seams, and protrusions.
    - a. Repair punctures, tears, and penetrations with tape or mastic to maintain vapor-barrier seal.

- b. Install vapor stops for ductwork and plenums operating below 50 deg F at 18-foot intervals. Vapor stops shall consist of vapor-barrier mastic applied in a Z-shaped pattern over insulation face, along butt end of insulation, and over the surface. Cover insulation face and surface to be insulated a width equal to two times the insulation thickness, but not less than 3 inches.
- 5. Install insulation on rectangular duct elbows and transitions with a full insulation section for each surface. Groove and score insulation to fit as closely as possible to outside and inside radius of elbows. Install insulation on round and flat-oval duct elbows with individually mitered gores cut to fit the elbow.
- 6. Insulate duct stiffeners, hangers, and flanges that protrude beyond insulation surface with 6-inch- wide strips of same material used to insulate duct. Secure on alternating sides of stiffener, hanger, and flange with pins spaced 6 inches o.c.

### 3.7 FINISHES

- A. Flexible Elastomeric Thermal Insulation: After adhesive has fully cured, apply two coats of insulation manufacturer's recommended protective coating.
- B. Do not field paint aluminum or stainless-steel jackets.

### 3.8 DUCT INSULATION SCHEDULE, GENERAL

- A. Definitions:
  - 1. Supply Air: Conditioned heated or cooled/dehumidified air resulting in duct surface temperatures below ambient.
  - 2. Return Air: Neutral temperature air from occupied space.
  - 3. Mixed Air: Return air mixed with ventilation air from the point of ventilation air duct connection to return air duct downstream to air handling unit connection resulting in duct surface temperatures below ambient.
  - 4. Ventilation Air: Heated/humidified or cooled/dehumidified outside air resulting in duct surface temperatures below ambient.
  - 5. Outside Air: Unconditioned outside air resulting in surface temperatures below ambient.
- B. Plenums and Ducts Requiring Insulation:
  - 1. Indoor, concealed supply, mixed, ventilation and outdoor air.
  - 2. Indoor, exposed supply, mixed, ventilation and outdoor air.
  - 3. Indoor, concealed return located in unconditioned space including:
    - a. Mechanical rooms and mechanical spaces.
    - b. Unconditioned rooms
  - 4. Indoor, exposed return located in unconditioned space including
    - a. Mechanical rooms and mechanical spaces.
    - b. Unconditioned Rooms
- C. Items Not Insulated:
  - 1. Metal ducts with duct liner where specified.
  - 2. Factory-insulated flexible ducts.
  - 3. Factory-insulated plenums and casings.
  - 4. Flexible connectors.
  - 5. Vibration-control devices.
  - 6. Factory-insulated access panels and doors.

### 3.9 INDOOR DUCT AND PLENUM INSULATION SCHEDULE

- A. Insulation materials and thicknesses are identified below. If more than one material is listed for a duct system, selection from materials listed is Contractor's option.
- B. Concealed and exposed, round, supply-air, return-air, mixed-air, ventilation-air and outdoor-air duct insulation shall be one of the following:
  - 1. Mineral-Fiber Blanket: 1-1/2 inches thick and 1.0-lb/cu. ft. nominal density.
  - 2. Mineral-Fiber Pipe and Tank: 1-1/2 inches thick.
- C. Concealed and exposed, rectangular, supply-air, return-air, mixed-air, ventilation-air and outdoor-air duct insulation shall be the following:
  - 1. Mineral-Fiber Board: 1-1/2 inches thick and 3.0-lb/cu. ft. nominal density.
- D. Exposed, return-air plenum and casings, outdoor-air plenum and casings, mixed-air plenum and casings insulation shall be the following:
  - 1. Mineral-Fiber Board: 1-1/2 inch thick and 3-lb/cu. ft. nominal density.

### 3.10 ABOVEGROUND, OUTDOOR DUCT AND PLENUM INSULATION SCHEDULE

- A. Insulation materials and thicknesses are identified below. If more than one material is listed for a duct system, selection from materials listed is Contractor's option.
- B. Concealed and exposed, rectangular, supply-air, return-air, outdoor-air general exhaust duct insulation shall be the following:
  - 1. Polyisocyanurate Foam Board Insulation: 2 inches thick. For the top duct surface, provide tapered board insulation under the 2 inch thick board insulation so the top surface slopes for the purposes of water drainage.

### 3.11 OUTDOOR, FIELD-APPLIED JACKET SCHEDULE

- A. Install jacket over insulation material. For insulation with factory-applied jacket, install the field-applied jacket over the factory-applied jacket.
- B. If more than one material is listed, selection from materials listed is Contractor's option.
- C. Ducts and Plenums, Concealed and exposed:
  - 1. Self-Adhesive Outdoor Jacket.

END OF SECTION 230713



## SECTION 230923 - DIRECT DIGITAL CONTROL (DDC) SYSTEM

### 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. DDC system for monitoring and controlling of HVAC systems.
  - 2. Delivery of selected control devices to systems installers for field installation.
- B. Related Requirements:
  - 1. Section 230993 "Sequence of Operations" for control sequences in DDC systems.

#### 1.3 DEFINITIONS

- A. Algorithm: A logical procedure for solving a recurrent mathematical problem. A prescribed set of well-defined rules or processes for solving a problem in a finite number of steps.
- B. Analog: A continuously varying signal value, such as current, flow, pressure, or temperature.
- C. BACnet Specific Definitions:
  - 1. BACnet: Building Automation Control Network Protocol, ASHRAE 135. A communications protocol allowing devices to communicate data over and services over a network.
  - 2. BACnet Interoperability Building Blocks (BIBBs): BIBB defines a small portion of BACnet functionality that is needed to perform a particular task. BIBBs are combined to build the BACnet functional requirements for a device.
  - 3. BACnet/IP: Defines and allows using a reserved UDP socket to transmit BACnet messages over IP networks. A BACnet/IP network is a collection of one or more IP subnetworks that share the same BACnet network number.
  - 4. BACnet Testing Laboratories (BTL): Organization responsible for testing products for compliance with ASHRAE 135, operated under direction of BACnet International.
  - 5. PICS (Protocol Implementation Conformance Statement): Written document that identifies the particular options specified by BACnet that are implemented in a device.
- D. Binary: Two-state signal where a high signal level represents ON" or "OPEN" condition and a low signal level represents "OFF" or "CLOSED" condition. "Digital" is sometimes used interchangeably with "Binary" to indicate a two-state signal.
- E. Controller: Generic term for any standalone, microprocessor-based, digital controller residing on a network, used for local or global control. Three types of controllers are indicated: Network Controller, Programmable Application Controller, and Application-Specific Controller.

- F. Control System Integrator: An entity that assists in expansion of existing enterprise system and support of additional operator interfaces to I/O being added to existing enterprise system.
- G. COV: Changes of value.
- H. DDC System Provider: Authorized representative of, and trained by, DDC system manufacturer and responsible for execution of DDC system Work indicated.
- I. Distributed Control: Processing of system data is decentralized and control decisions are made at subsystem level. System operational programs and information are provided to remote subsystems and status is reported back. On loss of communication, subsystems shall be capable of operating in a standalone mode using the last best available data.
- J. DOCSIS: Data-Over Cable Service Interface Specifications.
- K. E/P: Voltage to pneumatic.
- L. Gateway: Bidirectional protocol translator that connects control systems that use different communication protocols.
- M. HLC: Heavy load conditions.
- N. I/O: System through which information is received and transmitted. I/O refers to analog input (AI), binary input (BI), analog output (AO) and binary output (BO). Analog signals are continuous and represent control influences such as flow, level, moisture, pressure, and temperature. Binary signals convert electronic signals to digital pulses (values) and generally represent two-position operating and alarm status. "Digital," (DI) and (DO), is sometimes used interchangeably with "Binary," (BI) and (BO), respectively.
- O. I/P: Current to pneumatic.
- P. LAN: Local area network.
- Q. Low Voltage: As defined in NFPA 70 for circuits and equipment operating at less than 50 V or for remote-control, signaling power-limited circuits.
- R. Modbus TCP/IP: An open protocol for exchange of process data.
- S. MS/TP: Master-slave/token-passing, IEEE 8802-3. Datalink protocol LAN option that uses twisted-pair wire for low-speed communication.
- T. Network Controller: Digital controller, which supports a family of programmable application controllers and application-specific controllers, that communicates on peer-to-peer network for transmission of global data.
- U. Network Repeater: Device that receives data packet from one network and rebroadcasts it to another network. No routing information is added to protocol.
- V. Peer to Peer: Networking architecture that treats all network stations as equal partners.
- W. POT: Portable operator's terminal.
- X. PUE: Performance usage effectiveness.

- Y. RAM: Random access memory.
- Z. RF: Radio frequency.
- AA. Router: Device connecting two or more networks at network layer.
- BB. TCP/IP: Transport control protocol/Internet protocol incorporated into Microsoft Windows.
- CC. UPS: Uninterruptible power supply.
- DD. USB: Universal Serial Bus.
- EE. User Datagram Protocol (UDP): This protocol assumes that the IP is used as the underlying protocol.
- FF. VAV: Variable air volume.
- GG. WLED: White light emitting diode.

#### 1.4 ACTION SUBMITTALS

##### A. Multiple Submissions:

1. If multiple submissions are required to execute work within schedule, first submit a coordinated schedule clearly defining intent of multiple submissions. Include a proposed date of each submission with a detailed description of submittal content to be included in each submission.
2. Clearly identify each submittal requirement indicated and in which submission the information will be provided.
3. Include an updated schedule in each subsequent submission with changes highlighted to easily track the changes made to previous submitted schedule.

##### B. Product Data: For each type of product include the following:

1. Construction details, material descriptions, dimensions of individual components and profiles, and finishes.
2. Operating characteristics, electrical characteristics, and furnished accessories indicating process operating range, accuracy over range, control signal over range, default control signal with loss of power, calibration data specific to each unique application, electrical power requirements, and limitations of ambient operating environment, including temperature and humidity.
3. Product description with complete technical data, performance curves, and product specification sheets.
4. Installation, operation and maintenance instructions including factors effecting performance.
5. Bill of materials of indicating quantity, manufacturer, and extended model number for each unique product.
  - a. Operator workstations.
  - b. Gateways.
  - c. Routers.
  - d. Protocol analyzers.

- e. DDC controllers.
  - f. Enclosures.
  - g. Electrical power devices.
  - h. UPS units.
  - i. Accessories.
  - j. Instruments.
  - k. Control dampers and actuators.
  - l. Control valves and actuators.
6. When manufacturer's product datasheets apply to a product series rather than a specific product model, clearly indicate and highlight only applicable information.
  7. Each submitted piece of product literature shall clearly cross reference specification and drawings that submittal is to cover.
- C. Software Submittal:
1. Cross-referenced listing of software to be loaded on each, gateway, and DDC controller.
  2. Description and technical data of all software provided, and cross-referenced to products in which software will be installed.
  3. Operating system software, operator interface and programming software, color graphic software, DDC controller software, maintenance management software, and third-party software.
- D. Shop Drawings:
1. General Requirements:
    - a. Include cover drawing with Project name, location, Owner, Architect, Contractor and issue date with each Shop Drawings submission.
    - b. Include a drawing index sheet listing each drawing number and title that matches information in each title block.
    - c. Prepare Drawings using CAD.
    - d. Drawings Size: 11"x17" or 24"x36".
  2. Include plans, elevations, sections, and mounting details where applicable.
  3. Include details of product assemblies. Indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
  4. Detail means of vibration isolation and show attachments to rotating equipment.
  5. Plan Drawings indicating the following:
    - a. Screened backgrounds of walls, structural grid lines, HVAC equipment, ductwork and piping.
    - b. Room names and numbers with coordinated placement to avoid interference with control products indicated.
    - c. Each router, DDC controller, control panel instrument connecting to DDC controller, and damper to DDC controller, if included in Project.
    - d. Exact placement of products in rooms, ducts, and piping to reflect proposed installed condition.
    - e. Network communication cable and raceway routing.
    - f. Power supply locations and cable routing
    - g. Information, drawn to scale.
    - h. Proposed routing of wiring, cabling, conduit, and tubing, coordinated with building services for review before installation.

- i. Placement of occupancy sensors, occupancy sensor room controller and network bridge, and routing of network wiring between occupancy sensor components.
6. Schematic drawings for each controlled HVAC system indicating the following:
  - a. I/O points labeled with point names shown. Indicate instrument range, normal operating set points, and alarm set points. Indicate fail position of each damper and valve, if included in Project.
  - b. I/O listed in table format showing point name, type of device, manufacturer, model number, and cross-reference to product data sheet number.
  - c. A graphic showing location of control I/O in proper relationship to HVAC system.
  - d. Wiring diagram with each I/O point having a unique identification and indicating labels for all wiring terminals.
  - e. Unique identification of each I/O that shall be consistently used between different drawings showing same point.
  - f. Elementary wiring diagrams of controls for HVAC equipment motor circuits including interlocks, switches, relays and interface to DDC controllers.
  - g. Narrative sequence of operation.
  - h. Graphic sequence of operation, showing all inputs and output logical blocks.
7. Control panel drawings indicating the following:
  - a. Panel dimensions, materials, size, and location of field cable, raceways, and tubing connections.
  - b. Interior subpanel layout, drawn to scale and showing all internal components, cabling and wiring raceways, nameplates and allocated spare space.
  - c. Front, rear, and side elevations and nameplate legend.
  - d. Unique drawing for each panel.
8. DDC system network riser diagram indicating the following:
  - a. Each device connected to network with unique identification for each.
  - b. Interconnection of each different network in DDC system.
  - c. For each network, indicate communication protocol, speed and physical means of interconnecting network devices, such as copper cable type, or fiber-optic cable type. Indicate raceway type and size for each.
  - d. Each network port for connection of an operator workstation or other type of operator interface with unique identification for each.
9. DDC system electrical power riser diagram indicating the following:
  - a. Each point of connection to field power with requirements (volts/phase/hertz/amperes/connection type) listed for each.
  - b. Each control power supply including, as applicable, transformers, power-line conditioners, transient voltage suppression and high filter noise units, DC power supplies, and UPS units with unique identification for each.
  - c. Each product requiring power with requirements (volts/phase/hertz/amperes/connection type) listed for each.
  - d. Power wiring type and size, race type, and size for each.
10. Monitoring and control signal diagrams indicating the following:
  - a. Control signal cable and wiring between controllers and I/O.

- b. Point-to-point schematic wiring diagrams for each product.
- c. Control signal tubing to sensors, switches and transmitters.
- d. Process signal tubing to sensors, switches and transmitters.

11. Color graphics indicating the following:

- a. Itemized list of color graphic displays to be provided.
- b. For each display screen to be provided, a true color copy showing layout of pictures, graphics and data displayed.
- c. Intended operator access between related hierarchical display screens.

E. System Description:

- 1. Full description of DDC system architecture, network configuration, operator interfaces and peripherals, controller types and applications, gateways, routers and other network devices, and power supplies.
- 2. Complete listing and description of each report, log and trend for format and timing and events which initiate generation.
- 3. Complete bibliography of documentation and media to be delivered to Owner.
- 4. Description of testing plans and procedures.
- 5. Description of Owner training.

## 1.5 INFORMATIONAL SUBMITTALS

A. Product Certificates:

- 1. Data Communications Protocol Certificates: Certifying that each proposed DDC system component complies with ASHRAE 135.

## 1.6 CLOSEOUT SUBMITTALS

A. Operation and Maintenance Data: For DDC system to include in emergency, operation and maintenance manuals.

- 1. In addition to items specified in Section "013300 Submittals" include the following:
  - a. Project Record Drawings of as-built versions of submittal Shop Drawings provided in electronic PDF format.
  - b. As-built versions of submittal Product Data.
  - c. Names, addresses, e-mail addresses and 24-hour telephone numbers of Installer and service representatives for DDC system and products.
  - d. Operator's manual with procedures for operating control systems including logging on and off, handling alarms, producing point reports, trending data, overriding computer control and changing set points and variables.
  - e. Programming manuals with description of programming language and syntax, of statements for algorithms and calculations used, of point database creation and modification, of program creation and modification, and of editor use.
  - f. Engineering, installation, and maintenance manuals that explain how to:
    - 1) Design and install new points, panels, and other hardware.

- 2) Perform preventive maintenance and calibration.
  - 3) Debug hardware problems.
  - 4) Repair or replace hardware.
- g. Documentation of all programs created using custom programming language including set points, tuning parameters, and object database.
  - h. Backup copy of graphic files, programs, and database on electronic media such as DVDs.
  - i. Complete original-issue documentation, installation, and maintenance information for furnished third-party hardware including computer equipment and sensors.
  - j. Complete original-issue copies of furnished software, including operating systems, custom programming language, operator workstation software, and graphics software.
  - k. Licenses, guarantees, and warranty documents.
  - l. Recommended preventive maintenance procedures for system components, including schedule of tasks such as inspection, cleaning, and calibration; time between tasks; and task descriptions.
  - m. Owner training materials.

## 1.7 QUALITY ASSURANCE

### A. DDC System Manufacturer Qualifications:

- 1. Nationally recognized manufacturer of DDC systems and products.
- 2. DDC systems with similar requirements to those indicated for a continuous period of 10 years within time of bid.
- 3. DDC systems and products that have been successfully tested and in use on at least five past projects.
- 4. Having complete published catalog literature, installation, operation and maintenance manuals for all products intended for use.
- 5. Having full-time in-house employees for the following:
  - a. Product research and development.
  - b. Product and application engineering.
  - c. Product manufacturing, testing and quality control.
  - d. Technical support for DDC system installation training, commissioning and troubleshooting of installations.
  - e. Owner operator training.

### B. DDC System Provider Qualifications:

- 1. Authorized representative of, and trained by, DDC system manufacturer.
- 2. In-place facility located within 160 miles of Project.
- 3. Demonstrated past experience with installation of DDC system products being installed for period within 10 consecutive years before time of bid.
- 4. Demonstrated past experience on five projects of similar complexity, scope and value.
- 5. Service and maintenance staff assigned to support Project during warranty period.
- 6. Product parts inventory to support on-going DDC system operation for a period of not less than 5 years after Substantial Completion.
- 7. DDC system manufacturer's backing to take over execution of Work if necessary to comply with requirements indicated. Include Project-specific written letter, signed by manufacturer's corporate officer, if requested.

- C. Testing Agency Qualifications: Member company of NETA or an NRTL.
  - 1. Testing Agency's Field Supervisor: Certified by NETA to supervise on-site testing.

## 1.8 WARRANTY

- A. Manufacturer's Warranty: Manufacturer and Installer agree to repair or replace products that fail in materials or workmanship within specified warranty period.
  - 1. Failures shall be adjusted, repaired, or replaced at no additional cost or reduction in service to Owner.
  - 2. Include updates or upgrades to software and firmware if necessary to resolve deficiencies.
    - a. Install updates only after receiving Owner's written authorization.
  - 3. Warranty service shall occur during normal business hours and commence within 16 hours of Owner's warranty service request.
  - 4. Warranty Period: One year(s) from date of Substantial Completion.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Manufacturer: Subject to compliance with requirements, provide products by one of the following approved manufactures:
  - 1. Schneider Electric EcoStruxure, as installed by C&C Group Inc.
  - 2. Automated Logic WebCTRL, as installed by Automatic Controls Equipment Systems Inc.
  - 3. Alerton Compass

Notes:

  - 1. Other products specified herein (such as sensors, valves, dampers, and actuators) need not be manufactured by the above manufacturers.

### 2.2 DDC SYSTEM DESCRIPTION

- A. Microprocessor-based monitoring and control including analog/digital conversion and program logic. A control loop or subsystem in which digital and analog information is received and processed by a microprocessor, and digital control signals are generated based on control algorithms and transmitted to field devices to achieve a set of predefined conditions.
  - 1. DDC system shall consist of a high-speed, peer-to-peer network of distributed DDC controllers, other network devices, operator interfaces, and software.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.



## 2.3 WEB ACCESS

### A. DDC system shall be Web based or Web compatible.

#### 1. Web-Based Access to DDC System:

- a. DDC system software shall be based on server thin-client architecture, designed around open standards of Web technology. DDC system server shall be accessed using a Web browser over DDC system network, using Owner's LAN, and remotely over Internet through Owner's LAN.
- b. Intent of thin-client architecture is to provide operators complete access to DDC system via a Web browser. No special software other than a Web browser shall be required to access graphics, point displays, and trends; to configure trends, points, and controllers; and to edit programming.
- c. Web access shall be password protected.

#### 2. Web-Compatible Access to DDC System:

- a. DDC system shall support Web browser access to building data. Operator using a standard Web browser shall be able to access control graphics and change adjustable set points.
- b. Web access shall be password protected.

## 2.4 PERFORMANCE REQUIREMENTS

### A. Delegated Design: Engage a qualified professional to design DDC system to satisfy requirements indicated.

#### 1. System Performance Objectives:

- a. DDC system shall manage HVAC systems.
- b. DDC system control shall operate HVAC systems to achieve optimum operating costs while using least possible energy and maintaining specified performance.
- c. DDC system shall respond to power failures, HVAC equipment failures, and adverse and emergency conditions encountered through connected I/O points.
- d. DDC system shall operate while unattended by an operator and through operator interaction.
- e. DDC system shall record trends and transaction of events and produce report information such as performance, energy, occupancies, and equipment operation.

### B. Surface-Burning Characteristics: Products installed in ducts, equipment, and return-air paths shall comply with ASTM E 84; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.

1. Flame-Spread Index: 25 or less.
2. Smoke-Developed Index: 50 or less.

### C. Future Expandability:

1. DDC system size shall be expandable to an ultimate capacity of at least two times total I/O points indicated.

2. Additional DDC controllers, I/O and associated wiring shall be all that is needed to achieve ultimate capacity. Initial network infrastructure shall be designed and installed to support ultimate capacity.
  3. Operator interfaces installed initially shall not require hardware and software additions and revisions for ultimate capacity.
- D. Input Point Displayed Accuracy: Input point displayed values shall meet following end-to-end overall system accuracy, including errors associated with meter, sensor, transmitter, lead wire or cable, and analog to digital conversion.
1. Flow:
    - a. Air: Within 5 percent of design flow rate.
    - b. Air (Terminal Units): Within 10 percent of design flow rate.
    - c. Water: Within 5 percent of design flow rate.
  2. Moisture (Relative Humidity):
    - a. Air: Within 5 percent RH.
    - b. Space: 5 percent RH.
    - c. Outdoor: Within 5 percent RH.
  3. Level: Within 2 percent of reading.
  4. Pressure:
    - a. Air, Ducts and Equipment: 1 percent of instrument range.
    - b. Space: Within 0.5 percent of instrument range.
    - c. Water: Within 1 percent of instrument range.
    - d. Steam: Within 1 percent of instrument range.
  5. Temperature, Dry Bulb: Within 0.5°F.
- E. Precision of I/O Reported Values: Values reported in database and displayed shall have following precision:
1. Current:
    - a. Milliampere: Nearest 1/100th of a milliampere.
    - b. Amperes: Nearest 1/10th of an ampere up to 100 A; nearest ampere for 100 A and more.
  2. Energy:
    - a. Electric Power:
      - 1) Rate (Watts): Nearest 1/10th of a watt through 1000 W.
      - 2) Rate (Kilowatts): Nearest 1/10th of a kilowatt through 1000 kW; nearest kilowatt above 1000 kW.
      - 3) Usage (Kilowatt-Hours): Nearest kilowatt through 10,000 kW; nearest 10 kW between 10,000 and 100,000 kW; nearest 100 kW for above 100,000 kW.
    - b. Thermal, Rate:

- 1) Heating: For Btu/h, nearest Btu/h up to 1000 Btu/h; nearest 10 Btu/h between 1000 and 10,000 Btu/h; nearest 100 Btu/h for above 10,000 Btu/h. For Mbh, round to nearest Mbh up to 1000 Mbh; nearest 10 Mbh between 1000 and 10,000 Mbh; nearest 100 Mbh above 10,000 Mbh.
  - 2) Cooling: For tons, nearest ton up to 1000 tons; nearest 10 tons between 1000 and 10,000 tons; nearest 100 tons above 10,000 tons.
- c. Thermal, Usage:
- 1) Heating: For Btu, nearest Btu up to 1000 Btu; nearest 10 Btu between 1000 and 10,000 Btu; nearest 100 Btu for above 10,000 Btu. For Mbtu, round to nearest Mbtu up to 1000 Mbtu; nearest 10 Mbtu between 1000 and 10,000 Mbtu; nearest 100 Mbtu above 10,000 Mbtu.
  - 2) Cooling: For ton-hours, nearest ton-hours up to 1000 ton-hours; nearest 10 ton-hours between 1000 and 10,000 ton-hours; nearest 100 tons above 10,000 tons.
3. Flow:
- a. Air: Nearest 1/10th of a cfm through 100 cfm; nearest cfm between 100 and 1000 cfm; nearest 10 cfm between 1000 and 10,000 cfm; nearest 100 cfm above 10,000 cfm.
  - b. Water: Nearest 1/10th gpm through 100 gpm; nearest gpm between 100 and 1000 gpm; nearest 10 gpm between 1000 and 10,000 gpm; nearest 100 gpm above 10,000 gpm.
  - c. Steam: Nearest 1/10th lb/hr through 100 lbs/hr; nearest lbs/hr between 100 and 1000 lbs/hr; nearest 10 lbs/hr above 1000 lbs/hr.
4. Moisture (Relative Humidity):
- a. Relative Humidity (Percentage): Nearest 0.1 percent.
5. Level: Nearest 1/100th of an inch through 10 inches; nearest 1/10 of an inch between 10 and 100 inches; nearest inch above 100 inches.
6. Speed:
- a. Rotation (rpm): Nearest 1 rpm.
7. Position, Dampers and Valves (Percentage Open): Nearest 0.1 percent.
8. Pressure:
- a. Air, Ducts and Equipment: Nearest 1/10th in. w.c.
  - b. Space: Nearest 1/100th in. w.c.
  - c. Steam: Nearest 1/10th psig through 100 psig; nearest psig above 100 psig.
  - d. Water: Nearest 1/10 psig through 100 psig; nearest psig above 100 psig.
9. Temperature:
- a. Air, Ducts and Equipment: Nearest 1/10th of a degree.
  - b. Outdoor: Nearest degree.
  - c. Space: Nearest 1/10th of a degree.
  - d. Condenser Water: Nearest 1/10th of a degree.
  - e. Heating Hot Water: Nearest degree.

- f. Heat Recovery Runaround: Nearest 1/10th of a degree.
- g. Steam: Nearest degree.
- 10. Voltage: Nearest 1/10 volt up to 100 V; nearest volt above 100 V.

F. Control Loop Stability: Control Loops shall be tuned to control within the following limits:

- 1. Flow:
  - a. Air, Ducts and Equipment, except Terminal Units: Within 2 percent of design flow rate.
  - b. Air, Terminal Units: Within 2 percent of design flow rate.
  - c. Water: Within 2 percent of design flow rate.
- 2. Moisture (Relative Humidity):
  - a. Air: Within **2** percent RH.
  - b. Space: Within 2 percent RH.
- 3. Level: Within 2 percent of reading.
- 4. Pressure:
  - a. Ducts Pressure: Within +/- 0.05 in w.c.
  - b. Space Air Pressure: Within +/- 0.01 in w.c.
  - c. Water: Within +/- 0.2 psi.
- 5. Temperature, Dew Point:
  - a. Air: Within 0.5°F.
- 6. Temperature, Dry Bulb:
  - a. Air: Within 0.5°F.
  - b. Space: Within 0.5°F.
  - c. Heating Hot Water: Within 0.5°F.

G. Environmental Conditions for Controllers, Gateways, Routers, Instruments and Actuators:

- 1. Products shall operate without performance degradation under ambient environmental temperature, pressure and humidity conditions encountered for installed location.
  - a. If product alone cannot comply with requirement, install product in a protective enclosure that is isolated and protected from conditions impacting performance. Enclosure shall be internally insulated, electrically heated, cooled and ventilated as required by product and application.
- 2. Products shall be protected with enclosures satisfying the following minimum requirements unless more stringent requirements are indicated. Products not available with integral enclosures complying with requirements indicated shall be housed in protective secondary enclosures. Installed location shall dictate the following NEMA 250 enclosure requirements:
  - a. Outdoors, Protected: Type 2.
  - b. Outdoors, Unprotected: Type 4X.

- c. Indoors: Type 1.
- 3.
- H. Electric Power Quality:
  - 1. Power-Line Surges:
    - a. Protect DDC system products connected to ac power circuits with circuit breaker disconnect.
  - 2. Ground Fault: Protect products from ground fault by providing suitable grounding. Products shall not fail due to ground fault condition.
- I. Backup Power Source:
  - 1. HVAC systems and equipment served by a backup power source shall have associated DDC system products that control such systems and equipment also served from a backup power source.
- J. UPS:
  - 1. DDC system products powered by UPS units shall include the following:
    - a. Desktop operator workstations.
    - b. DDC Network controllers.
    - c. Controllers monitoring building electrical power
    - d. Network switches provided as part of the work
- K. Continuity of Operation after Electric Power Interruption:
  - 1. Equipment and associated factory-installed controls, field-installed controls, electrical equipment, and power supply connected to building normal and backup power systems shall automatically return equipment and associated controls to operating state occurring immediately before loss of normal power, without need for manual intervention by operator when power is restored either through backup power source or through normal power if restored before backup power is brought online.

## 2.5 SYSTEM ARCHITECTURE

- A. System architecture shall consist of no more than two levels of LANs.
  - 1. Level one LAN shall connect network controllers and operator workstations.
  - 2. Level one or Level two LAN shall connect programmable application controllers to other programmable application controllers, and to network controllers.
  - 3. Level two LAN shall connect application-specific controllers to programmable application controllers and network controllers.
  - 4. Level two LAN shall connect application-specific controllers to application-specific controllers.
- B. Minimum Data Transfer and Communication Speed:
  - 1. LAN Connecting Operator Workstations and Network Controllers: 100 Mbps.

2. LAN Connecting Programmable Application Controllers: 1000 kbps.
  3. LAN Connecting Application-Specific Controllers: 1000 kbps.
- C. DDC system shall consist of dedicated LANs that are not shared with other building systems and tenant data and communication networks.
  - D. System architecture shall be modular and have inherent ability to expand to not less than two times system size indicated with no impact to performance indicated.
  - E. System architecture shall perform modifications without having to remove and replace existing network equipment.
  - F. Number of LANs and associated communication shall be transparent to operator. All I/O points residing on any LAN shall be capable of global sharing between all system LANs.
  - G. System design shall eliminate dependence on any single device for system alarm reporting and control execution. Each controller shall operate independently by performing its' own control, alarm management and historical data collection.

## 2.6 DDC SYSTEM OPERATOR INTERFACES

- A. Operator Means of System Access: Operator shall be able to access entire DDC system through any of multiple means, including, but not limited to, the following:
  1. Desktop and portable operator workstation with hardwired connection through LAN port.
  2. Portable operator terminal with hardwired connection through LAN port.
  3. Remote connection using outside of system personal computer or PDA through Web access.
- B. Access to system, regardless of operator means used, shall be transparent to operator.
- C. Desktop Workstations:
  1. Connect to DDC system Level one LAN through a communications port directly on LAN or through a communications port on a DDC controller.
  2. Able to communicate with any device located on any DDC system LAN.
- D. Portable Workstations:
  1. Connect to DDC system Level one LAN through a communications port directly on LAN or through a communications port on a DDC controller.
  2. Able to communicate with any device located on any DDC system LAN.
  3. Connect to DDC system Level 2 LAN through a communications port on an application-specific controller, or a room temperature sensor connected to an application-specific controller.
  4. Connect to system through a wireless router connected to Level one LAN.
  5. Portable workstation shall be able to communicate with any device connected to any system LAN regardless of point of physical connection to system.
  6. Monitor, program, schedule, adjust set points, and report capabilities of I/O connected anywhere in system.
  7. Have dynamic graphic displays that are identical to desktop workstations.

- E. Critical Alarm Reporting:
  - 1. Operator-selected critical alarms shall be sent by DDC system to notify operator of critical alarms that require immediate attention.
  - 2. DDC system shall send alarm notification to multiple recipients that are assigned for each alarm.
  - 3. DDC system shall notify recipients by any or all means, including e-mail, text message and prerecorded phone message to mobile and landline phone numbers.
- F. Simultaneous Operator Use: Capable of accommodating up to 10 simultaneous operators that are accessing DDC system through any one of operator interfaces indicated.

## 2.7 NETWORKS

- A. Acceptable networks for connecting operator workstations and network controllers include the following:
  - 1. IP.
  - 2. IEEE 8802-3, Ethernet.
- B. Acceptable networks for connecting programmable application controllers include the following:
  - 1. IP.
  - 2. IEEE 8802-3, Ethernet.
- C. Acceptable networks for connecting application-specific controllers include the following:
  - 1. IP.
  - 2. IEEE 8802-3, Ethernet.

## 2.8 NETWORK COMMUNICATION PROTOCOL

- A. Network communication protocol(s) used throughout entire DDC system shall be open to public and available to other companies for use in making future modifications to DDC system.
- B. ASHRAE 135 Protocol:
  - 1. ASHRAE 135 communication protocol shall be sole and native protocol used throughout entire DDC system.
  - 2. DDC system shall not require use of gateways except to integrate HVAC equipment and other building systems and equipment, not required to use ASHRAE 135 communication protocol.
  - 3. If used, gateways shall connect to DDC system using ASHRAE 135 communication protocol and Project object properties and read/write services indicated by interoperability schedule.
  - 4. Operator workstations, controllers and other network devices shall be tested and listed by BACnet Testing Laboratories.
- C. Industry Standard Protocols:
  - 1. DDC system shall use any one or a combination of the following industry standard protocols for network communication while complying with other DDC system requirements indicated:

- a. ASHRAE 135.
2. Operator workstations shall communicate through ASHRAE 135 protocol.
3. Portions of DDC system networks using ASHRAE 135 communication protocol shall be an open implementation of network devices complying with ASHRAE 135. Network devices shall be tested and listed by BACnet Testing Laboratories.

## 2.9 SYSTEM SOFTWARE

### A. System Software Minimum Requirements:

1. Real-time multitasking and multiuser 32 or 64 bit operating system that allows concurrent multiple operator workstations operating and concurrent execution of multiple real-time programs and custom program development.
2. Operating system shall be capable of operating DOS and Microsoft Windows applications.
3. Database management software shall manage all data on an integrated and non-redundant basis. Additions and deletions to database shall be without detriment to existing data. Include cross linkages so no data required by a program can be deleted by an operator until that data have been deleted from respective programs.
4. Network communications software shall manage and control multiple network communications to provide exchange of global information and execution of global programs.
5. Operator interface software shall include day-to-day operator transaction processing, alarm and report handling, operator privilege level and data segregation control, custom programming, and online data modification capability.
6. Scheduling software shall schedule centrally based time and event, temporary, and exception day programs.

### B. Operator Interface Software:

1. Minimize operator training through use of English language pronouncing and English language point identification.
2. Minimize use of a typewriter-style keyboard through use of a pointing device similar to a mouse.
3. Operator sign-off shall be a manual operation or, if no keyboard or mouse activity takes place, an automatic sign-off.
4. Automatic sign-off period shall be programmable from one to 60 minutes in one-minute increments on a per operator basis.
5. Operator sign-on and sign-off activity shall be recorded.
6. Security Access:
  - a. Operator access to DDC system shall be under password control.
  - b. An alphanumeric password shall be field assignable to each operator.
  - c. Operators shall be able to access DDC system by entry of proper password.
  - d. Operator password shall be same regardless of which computer or other interface means is used.
  - e. Additions or changes made to passwords shall be updated automatically.
  - f. Each operator shall be assigned an access level to restrict access to data and functions the operator is capable of performing.
  - g. Software shall have at least five access levels.
  - h. Each menu item shall be assigned an access level so that a one-for-one correspondence between operator assigned access level(s) and menu item access level(s) is required to gain access to menu item.



- i. Display menu items to operator with those capable of access highlighted. Menu and operator access level assignments shall be online programmable and under password control.
- 7. Data Segregation:
  - a. Include data segregation for control of specific data routed to a workstation, to an operator or to a specific output device, such as a printer.
  - b. Include at least 32 segregation groups.
  - c. Segregation groups shall be selectable such as "fire points," "fire points on second floor," "space temperature points," "HVAC points," and so on.
  - d. Points shall be assignable to multiple segregation groups. Display and output of data to printer or monitor shall occur where there is a match of operator or peripheral segregation group assignment and point segregations.
  - e. Alarms shall be displayed and printed at each peripheral to which segregation allows, but only those operators assigned to peripheral and having proper authorization level will be allowed to acknowledge alarms.
  - f. Operators and peripherals shall be assignable to multiple segregation groups and all assignments are to be online programmable and under password control.
- 8. Operators shall be able to perform commands including, but not limited to, the following:
  - a. Start or stop selected equipment.
  - b. Adjust set points.
  - c. Add, modify, and delete time programming.
  - d. Enable and disable process execution.
  - e. Lock and unlock alarm reporting for each point.
  - f. Enable and disable totalization for each point.
  - g. Enable and disable trending for each point.
  - h. Override control loop set points.
  - i. Enter temporary override schedules.
  - j. Define holiday schedules.
  - k. Change time and date.
  - l. Enter and modify analog alarm limits.
  - m. Enter and modify analog warning limits.
  - n. View limits.
  - o. Enable and disable demand limiting.
  - p. Enable and disable duty cycle.
  - q. Display logic programming for each control sequence.
  - r. Add or modify logic programming.
- 9. Reporting:
  - a. Generated automatically and manually.
  - b. Sent to displays, printers and disk files.
  - c. Types of Reporting:
    - 1) General listing of points.
    - 2) List points currently in alarm.
    - 3) List of off-line points.
    - 4) List points currently in override status.
    - 5) List of disabled points.
    - 6) List points currently locked out.
    - 7) List of items defined in a "Follow-Up" file.

- 8) List weekly schedules.
  - 9) List holiday programming.
  - 10) List of limits and deadbands.
10. Summaries: For specific points, for a logical point group, for an operator selected group(s), or for entire system without restriction due to hardware configuration.

C. Graphic Interface Software:

1. As a minimum, graphics shall be editable from operator workstations. All graphics generated shall be viewable from all access methods into the building automation (Web access, operator workstation, server, etc).
2. Include a full interactive graphical selection means of accessing and displaying system data to operator. Include at least five levels with the penetration path operator assignable (for example, site, building, floor, air-handling unit, and supply temperature loop). Native language descriptors assigned to menu items are to be operator defined and modifiable under password control.
3. Include a hierarchical-linked dynamic graphic operator interface for accessing and displaying system data and commanding and modifying equipment operation. Interface shall use a pointing device with pull-down or penetrating menus, color and animation to facilitate operator understanding of system.
4. Include at least 10 levels of graphic penetration with the hierarchy operator assignable.
5. Descriptors for graphics, points, alarms and such shall be modified through operator's workstation under password control.
6. Graphic displays shall be online user definable and modifiable using the hardware and software provided.
7. Data to be displayed within a graphic shall be assignable regardless of physical hardware address, communication or point type.
8. Points may be assignable to multiple graphics where necessary to facilitate operator understanding of system operation.
9. Graphics shall also contain software points.
10. Penetration within a graphic hierarchy shall display each graphic name as graphics are selected to facilitate operator understanding.
11. Back-trace feature shall permit operator to move upward in the hierarchy using a pointing device. Back trace shall show all previous penetration levels. Include operator with option of showing each graphic full screen size with back trace as horizontal header or by showing a "stack" of graphics, each with a back trace.
12. Display operator accessed data on the monitor.
13. Operator shall select further penetration using pointing device to click on a site, building, floor, area, equipment, and so on. Defined and linked graphic below that selection shall then be displayed.
14. Include operator with means to directly access graphics without going through penetration path.
15. Dynamic data shall be assignable to graphics.
16. Display points (physical and software) with dynamic data provided by DDC system with appropriate text descriptors, status or value, and engineering unit.
17. Use color, rotation, or other highly visible means, to denote status and alarm states. Color shall be variable for each class of points, as chosen by operator.
18. For operators with appropriate privilege, points shall be commanded directly from display using pointing device.
  - a. For an analog command point such as set point, current conditions and limits shall be displayed and operator can position new set point using pointing device.

- b. For a digital command point such as valve position, valve shall show its current state such as open or closed and operator could select alternative position using pointing device.
  - c. Keyboard equivalent shall be available for those operators with that preference.
- 19. Help Features:
  - a. On-line context-sensitive help utility to facilitate operator training and understanding.
  - b. Bridge to further explanation of selected keywords. Document shall contain text and graphics to clarify system operation.
    - 1) If help feature does not have ability to bridge on keywords for more information, a complete set of user manuals shall be provided in an indexed word-processing program, which shall run concurrently with operating system software.
  - c. Available for Every Menu Item:
    - 1) Index items for each system menu item.
- 20. Graphic generation software shall allow operator to add, modify, or delete system graphic displays.
  - a. Include libraries of symbols depicting HVAC symbols such as fans, coils, filters, dampers, valves pumps, and electrical symbols.
  - b. Graphic development package shall use a pointing device in conjunction with a drawing program to allow operator to perform the following:
    - 1) Define background screens.
    - 2) Define connecting lines and curves.
    - 3) Locate, orient and size descriptive text.
    - 4) Define and display colors for all elements.
    - 5) Establish correlation between symbols or text and associated system points or other displays.
- D. Project-Specific Graphics: Graphics documentation including, but not limited to, the following:
  - 1. Plan for each building floor, including interstitial floors, and each roof level of each building, showing the following:
    - a. Room layouts with room identification and name.
    - b. Locations and identification of all monitored and controlled HVAC equipment and other equipment being monitored and controlled by DDC system.
    - c. Location and identification of each hardware point being controlled or monitored by DDC system.
  - 2. Control schematic for each of following, including a graphic system schematic representation, similar to that indicated on Drawings, with point identification, set point and dynamic value indication and sequence of operation.
  - 3. Graphic display for each piece of equipment connected to DDC system through a data communications link. Include dynamic indication of all points associated with equipment.
  - 4. Summary tables showing all electric heat commands, discharge air temperature, discharge air temperature setpoint

5. Summary table by air handling unit showing VAV box airflow, airflow setpoint, damper position and "Call for Air" and "Call for Cooling"
6. DDC system network riser diagram that shows schematic layout for entire system including all networks and all controllers, gateways, operator workstations and other network devices.

E. Customizing Software:

1. Software to modify and tailor DDC system to specific and unique requirements of equipment installed, to programs implemented and to staffing and operational practices planned.
2. Online modification of DDC system configuration, program parameters, and database using menu selection and keyboard entry of data into preformatted display templates.
3. As a minimum, include the following modification capability:
  - a. Operator assignment shall include designation of operator passwords, access levels, point segregation and auto sign-off.
  - b. Peripheral assignment capability shall include assignment of segregation groups and operators to consoles and printers, designation of backup workstations and printers, designation of workstation header points and enabling and disabling of print-out of operator changes.
  - c. System configuration and diagnostic capability shall include communications and peripheral port assignments, DDC controller assignments to network, DDC controller enable and disable, assignment of command trace to points and application programs and initiation of diagnostics.
  - d. System text addition and change capability shall include English or native language descriptors for points, segregation groups and access levels and action messages for alarms, run time and trouble condition.
  - e. Time and schedule change capability shall include time and date set, time and occupancy schedules, exception and holiday schedules and daylight savings time schedules.
  - f. Point related change capability shall include the following:
    - 1) System and point enable and disable.
    - 2) Run-time enable and disable.
    - 3) Assignment of points to segregation groups, calibration tables, lockout, and run time and to a fixed I/O value.
    - 4) Assignment of alarm and warning limits.
  - g. Application program change capability shall include the following:
    - 1) Enable and disable of software programs.
    - 2) Programming changes.
    - 3) Assignment of comfort limits, global points, time and event initiators, time and event schedules and enable and disable time and event programs.
4. Software shall allow operator to add points, or groups of points, to DDC. Additions and modifications shall be online programmable using operator workstation, downloaded to other network devices and entered into their databases.
5. Include high-level language programming software capability for implementation of custom DDC programs. Software shall include a compiler, linker, and up- and down-load capability.
6. Include a library of DDC algorithms, intrinsic control operators, arithmetic, logic and relational operators for implementation of control sequences. Also include, as a minimum, the following:

- a. Proportional control (P).
  - b. Proportional plus integral (PI).
  - c. Proportional plus integral plus derivative (PID).
- 7. Fully implemented intrinsic control operators including sequence, reversing, ratio, time delay, time of day, highest select AO, lowest select AO, analog controlled digital output, analog control AO, and digitally controlled AO.
  - 8. Logic operators such as "And," "Or," "Not," and others that are part of a standard set available with a high-level language.
  - 9. Arithmetic operators such as "Add," "Subtract," "Multiply," "Divide," and others that are part of a standard set available with a high-level language.
  - 10. Relational operators such as "Equal To," "Not Equal To," "Less Than," "Greater Than," and others that are part of a standard set available with a high-level language.
  - 11. Psychrometric operators to calculate dew-point and wet-bulb temperature using dry-bulb temperature and relative humidity.

F. Alarm Handling Software:

- 1. Include alarm handling software to report all alarm conditions monitored and transmitted through DDC controllers.
- 2. Include first in, first out handling of alarms according to alarm priority ranking, with most critical alarms first, and with buffer storage in case of simultaneous and multiple alarms.
- 3. Alarm handling shall be active at all times to ensure that alarms are processed even if an operator is not currently signed on to DDC system.
- 4. Alarms display shall include the following:
  - a. Indication of alarm condition such as "Abnormal Off," "Hi Alarm," and "Low Alarm."
  - b. "Analog Value" or "Status" group and point identification with native language point descriptor such as "Space Temperature, Building 110, 2nd Floor, Room 212."
  - c. Discrete per point alarm action message, such as "Call Maintenance Dept. Ext-5561."
  - d. Include extended message capability to allow assignment and printing of extended action messages. Capability shall be operator programmable and assignable on a per point basis.
- 5. Alarms shall be directed to appropriate operator workstations, printers, and individual operators by privilege level and segregation assignments.
- 6. Send e-mail alarm messages to designated operators.
- 7. Send e-mail, page, text and voice messages to designated operators for critical alarms.
- 8. Alarms shall be categorized and processed by class.
  - a. Class 1:
    - 1) Associated with fire, security and other extremely critical equipment monitoring functions; have alarm, trouble, return to normal, and acknowledge conditions printed and displayed.
    - 2) Unacknowledged alarms to be placed in unacknowledged alarm buffer.
    - 3) All conditions shall cause an audible sound and shall require individual acknowledgment to silence audible sound.
  - b. Class 2:

- 1) Critical, but not life-safety related, and processed same as Class 1 alarms, except do not require individual acknowledgment.
- 2) Acknowledgement may be through a multiple alarm acknowledgment.

c. Class 3:

- 1) General alarms; printed, displayed and placed in unacknowledged alarm buffer queues.
- 2) Each new alarm received shall cause an audible sound. Audible sound shall be silenced by "acknowledging" alarm or by pressing a "silence" key.
- 3) Acknowledgement of queued alarms shall be either on an individual basis or through a multiple alarm acknowledgment.
- 4) Alarms returning to normal condition shall be printed and not cause an audible sound or require acknowledgment.

d. Class 4:

- 1) Routine maintenance or other types of warning alarms.
- 2) Alarms to be printed only, with no display, no audible sound and no acknowledgment required.

9. Include an unacknowledged alarm indicator on display to alert operator that there are unacknowledged alarms in system. Operator shall be able to acknowledge alarms on an individual basis or through a multiple alarm acknowledge key, depending on alarm class.
10. To ensure that no alarm records are lost, it shall be possible to assign a backup printer to accept alarms in case of failure of primary printer.

G. Reports and Logs:

1. Include reporting software package that allows operator to select, modify, or create reports using DDC system I/O point data available.
2. Each report shall be definable as to data content, format, interval and date.
3. Report data shall be sampled and stored on DDC controller, within storage limits of DDC controller, and then uploaded to archive on server for historical reporting.
4. Operator shall be able to obtain real-time logs of all I/O points by type or status, such as alarm, point lockout, or normal.
5. Reports and logs shall be stored on server hard drives in a format that is readily accessible by other standard software applications, including spreadsheets and word processing.
6. Reports and logs shall be readily printed and set to be printed either on operator command or at a specific time each day.

H. Standard Reports: Standard DDC system reports shall be provided and operator shall be able to customize reports later.

1. All I/O: With current status and values.
2. Alarm: All current alarms, except those in alarm lockout.
3. Disabled I/O: All I/O points that are disabled.
4. Alarm Lockout I/O: All I/O points in alarm lockout, whether manual or automatic.
5. Alarm Lockout I/O in Alarm: All I/O in alarm lockout that are currently in alarm.
6. Logs:
  - a. Alarm history.
  - b. System messages.

- c. System events.
  - d. Trends.
- I. Custom Reports: Operator shall be able to easily define any system data into a daily, weekly, monthly, or annual report. Reports shall be time and date stamped and shall contain a report title.
- J. Standard Trends:
  - 1. Trend all I/O point present values, set points, and other parameters indicated for trending. Trends shall be configured to log once every 15 minutes.
  - 2. Trends shall be associated into groups, and a trend report shall be set up for each group.
  - 3. Trends shall be stored within DDC controller and uploaded to hard drives automatically on reaching 75% of DDC controller buffer limit, or by operator request, or by archiving time schedule.
  - 4. When drive storage memory is full, most recent data shall overwrite oldest data.
  - 5. Archived and real-time trend data shall be available for viewing numerically and graphically by operators.
  - 6. Trend data shall be stored in the DDC Database.
- K. Custom Trends: Operator shall be able to define a custom trend log for any I/O point in DDC system.
  - 1. Each trend shall include interval, start time, and stop time.
  - 2. Data shall be sampled and stored on DDC controller, within storage limits of DDC controller.
  - 3. Data shall be retrievable for use in spreadsheets and standard database programs.
  - 4. Trend intervals shall be operator selectable from 10 seconds up to 60 minutes. Minimum number of consecutive trend values stored at one time shall be 100 per variable. Trend data shall be stored in the DDC Database.
- L. Programming Software:
  - 1. Include programming software to execute sequences of operation indicated.
  - 2. Include programming routines in simple and easy to follow logic with detailed text comments describing what the logic does and how it corresponds to sequence of operation.
  - 3. Programming software shall be any of the following:
    - a. Graphic Based: Programming shall use a library of function blocks made from preprogrammed code designed for DDC control systems.
      - 1) Function blocks shall be assembled with interconnection lines that represent to control sequence in a flowchart.
      - 2) Programming tools shall be viewable in real time to show present values and logical results of each function block.
    - b. Menu Based: Programming shall be done by entering parameters, definitions, conditions, requirements and constraints.
    - c. Line by Line and Text Based: Programming shall declare variable types such as local, global, real, integer, and so on, at the beginning of the program. Use descriptive comments frequently to describe programming code.

4. Include means for detecting programming errors and testing software control strategies with a simulation tool before implementing in actual control. Simulation tool may be inherent with programming software or as a separate product.

## 2.10 DDC CONTROLLERS

- A. DDC system shall consist of a combination of network controllers, programmable application controllers and application-specific controllers to satisfy performance requirements indicated.
- B. DDC controllers shall perform monitoring, control, energy optimization and other requirements indicated.
- C. DDC controllers shall use a multitasking, multiuser, real-time digital control microprocessor with a distributed network database and intelligence.
- D. Each DDC controller shall be capable of full and complete operation as a completely independent unit and as a part of a DDC system wide distributed network.
- E. DDC controllers provided for project shall all be native controllers to the DDC system and shall use the same programming software used for all other controllers on the system.
- F. Environment Requirements:
  1. Controller hardware shall be suitable for the anticipated ambient conditions.
  2. Controllers shall be rated for operation at 32 to 120 deg F.
- G. Power and Noise Immunity:
  1. Controller shall operate at 90 to 110 percent of nominal voltage rating and shall perform an orderly shutdown below 80 percent of nominal voltage.
  2. Operation shall be protected against electrical noise of 5 to 120 Hz and from keyed radios with up to 5 W of power located within 36 inches of enclosure.
- H. DDC Controller Spare Processing Capacity:
  1. Include spare processing memory for each controller. RAM, PROM, or EEPROM will implement requirements indicated with the following spare memory:
    - a. Network Controllers: 70 percent.
    - b. Programmable Application Controllers: Not less than 70 percent.
    - c. Application-Specific Controllers: Not less than 70 percent.
  2. Memory shall support DDC controller's operating system and database and shall include the following:
    - a. Monitoring and control.
    - b. Energy management, operation and optimization applications.
    - c. Alarm management.
    - d. Historical trend data of all connected I/O points.
    - e. Maintenance applications.
    - f. Operator interfaces.
    - g. Monitoring of manual overrides.



- I. DDC Controller Spare I/O Point Capacity: Include spare I/O point capacity for each controller as follows:
  - 1. Network Controllers:
    - a. Where network controllers provide input/output capability, the controller shall be capable of accepting additional I/O modules to provide:
      - 1) AIs: Three.
      - 2) AOs: Three.
      - 3) BIs: Five.
      - 4) BOs: Five.
  - 2. Programmable Application Controllers (excluding VAV boxes):
    - a. Minimum Spare I/O Points per Controller:
      - 1) AIs: One.
      - 2) AOs: One.
      - 3) BIs: One.
      - 4) BOs: One.
- J. Maintenance and Support: Include the following features to facilitate maintenance and support:
  - 1. Mount microprocessor components on circuit cards for ease of removal and replacement.
  - 2. Means to quickly and easily disconnect controller from network.
  - 3. Means to quickly and easily access connect to field test equipment.
  - 4. Visual indication that controller electric power is on, of communication fault or trouble, and that controller is receiving and sending signals to network.
- K. Input and Output Point Interface:
  - 1. Hardwired input and output points shall connect to network, programmable application and application-specific controllers.
  - 2. Input and output points shall be protected so shorting of point to itself, to another point, or to ground will not damage controller.
  - 3. Input and output points shall be protected from voltage up to 24 V of any duration so that contact will not damage controller.
  - 4. AIs:
    - a. AIs shall include monitoring of low-voltage (zero- to 10-V dc), current (4 to 20 mA) and resistance signals from thermistor and RTD sensors.
    - b. AIs shall be compatible with, and field configurable to, sensor and transmitters installed.
    - c. Controller AIs shall perform analog-to-digital (A-to-D) conversion with a minimum resolution of 12 bits or better to comply with accuracy requirements indicated.
    - d. Signal conditioning including transient rejection shall be provided for each AI.
    - e. Capable of being individually calibrated for zero and span.
    - f. Incorporate common-mode noise rejection of at least 50 dB from zero to 100 Hz for differential inputs, and normal-mode noise rejection of at least 20 dB at 60 Hz from a source impedance of 10000 ohms.
  - 5. AOs:

- a. Controller AOs shall perform analog-to-digital (A-to-D) conversion with a minimum resolution of 12 bits or better to comply with accuracy requirements indicated.
- b. Output signals shall have a range of 4 to 20 mA dc or zero- to 10-V dc as required to include proper control of output device.
- c. Capable of being individually calibrated for zero and span.
- d. AOs shall not exhibit a drift of greater than 0.4 percent of range per year.

6. BIs:

- a. Controller BIs shall accept contact closures and shall ignore transients of less than 5-ms duration.
- b. Isolation and protection against an applied steady-state voltage of up to 180-V ac peak.
- c. BIs shall include a wetting current of at least 12 mA to be compatible with commonly available control devices and shall be protected against effects of contact bounce and noise.
- d. BIs shall sense "dry contact" closure without external power (other than that provided by the controller) being applied.
- e. Pulse accumulation input points shall comply with all requirements of BIs and accept up to 10 pulses per second for pulse accumulation. Buffer shall be provided to totalize pulses. Pulse accumulator shall accept rates of at least 20 pulses per second. The totalized value shall be reset to zero on operator's command.

7. BOs:

- a. Controller BOs shall include relay contact closures or triac outputs for momentary and maintained operation of output devices.
  - 1) Relay contact closures shall have a minimum duration of 0.1 second. Relays shall include at least 180 V of isolation. Electromagnetic interference suppression shall be provided on all output lines to limit transients to non-damaging levels. Minimum contact rating shall be 1 A at 24-V ac.
- b. BOs shall include for two-state operation or a pulsed low-voltage signal for pulse-width modulation control.
- c. BOs shall be selectable for either normally open or normally closed operation.
- d. Include tristate outputs (two coordinated BOs) for control of three-point floating-type electronic actuators without feedback.
- e. The use of three-point floating devices is not acceptable.

## 2.11 NETWORK CONTROLLERS

### A. General Network Controller Requirements:

- 1. Include adequate number of controllers to achieve performance indicated.
- 2. System shall consist of one or more independent, standalone, microprocessor-based network controllers to manage global strategies indicated.
- 3. Controller shall have enough memory to support its operating system, database, and programming requirements.
- 4. Data shall be shared between networked controllers and other network devices.

5. Operating system of controller shall manage input and output communication signals to allow distributed controllers to share real and virtual object information and allow for central monitoring and alarms.
6. Controllers that perform scheduling shall have a real-time clock.
7. Controller shall continually check status of its processor and memory circuits. If an abnormal operation is detected, controller shall assume a predetermined failure mode and generate an alarm notification.
8. Controllers shall be fully programmable.
9. If network controller is used for input/output, controller shall include capability to expand I/O point capacity with I/O modules.

B. Communication:

1. Network controllers shall communicate with other devices on DDC system Level one network.
2. Network controller also shall perform routing if connected to a network of programmable application and application-specific controllers.

C. Operator Interface:

1. Controller shall be equipped with a service communications port for connection to a portable operator's workstation.

D. Serviceability:

1. Controller shall be equipped with diagnostic LEDs or other form of local visual indication of power, communication, and processor.
2. Wiring and cable connections shall be made to field-removable, modular terminal strips or to a termination card connected by a ribbon cable.
3. Controller shall maintain BIOS and programming information in event of a power loss for at least 72 hours.

## 2.12 PROGRAMMABLE APPLICATION CONTROLLERS

A. General Programmable Application Controller Requirements:

1. Include adequate number of controllers to achieve performance indicated.
2. Controller shall have enough memory to support its operating system, database, and programming requirements.
3. Data shall be shared between networked controllers and other network devices.
4. Operating system of controller shall manage input and output communication signals to allow distributed controllers to share real and virtual object information and allow for central monitoring and alarms.
5. Controllers that perform scheduling shall have a real-time clock.
6. Controller shall continually check status of its processor and memory circuits. If an abnormal operation is detected, controller shall assume a predetermined failure mode and generate an alarm notification.
7. Controllers shall be fully programmable.

B. Communication:

1. Programmable application controllers shall communicate with other devices on network.

C. Operator Interface:

1. Controller shall be equipped with a service communications port for connection to a portable operator's workstation.

D. Serviceability:

1. Controller shall be equipped with diagnostic LEDs or other form of local visual indication of power, communication, and processor.
2. Wiring and cable connections shall be made to field-removable, modular terminal strips or to a termination card connected by a ribbon cable.
3. Controller shall maintain BIOS and programming information in event of a power loss for at least 72 hours.

## 2.13 APPLICATION-SPECIFIC CONTROLLERS

A. Description: Microprocessor-based controllers, which through hardware or firmware design are dedicated to control a specific piece of equipment. Controllers are not fully user-programmable but are configurable and customizable for operation of equipment they are designed to control.

1. Capable of standalone operation and shall continue to include control functions without being connected to network.
2. Data shall be shared between networked controllers and other network devices.

B. Communication: Application-specific controllers shall communicate with other application-specific controller and devices on network, and to programmable application and network controllers.

C. Operator Interface: Controller shall be equipped with a service communications port for connection to a portable operator's workstation. Connection shall extend to port on space temperature sensor that is connected to controller.

D. Serviceability:

1. Controller shall be equipped with diagnostic LEDs or other form of local visual indication of power, communication, and processor.
2. Wiring and cable connections shall be made to field-removable, modular terminal strips or to a termination card connected by a ribbon cable.
3. Controller shall use nonvolatile memory and maintain all BIOS and programming information in event of power loss.

## 2.14 CONTROLLER SOFTWARE

A. General Controller Software Requirements:

1. Software applications shall reside and operate in controllers. Editing of applications shall occur at operator workstations or servers.
2. I/O points shall be identified by up to 30-character point name and up to 16-character point descriptor. Same names shall be used at operator workstations.
3. Control functions shall be executed within controllers using DDC algorithms.

4. Controllers shall be configured to use stored default values to ensure fail-safe operation. Default values shall be used when there is a failure of a connected input instrument or loss of communication of a global point value.
- B. Security:
1. Operator access shall be secured using individual security passwords and user names.
  2. Passwords shall restrict operator to points, applications, and system functions as assigned by system manager.
  3. Operator log-on and log-off attempts shall be recorded.
  4. System shall protect itself from unauthorized use by automatically logging off after last keystroke. The delay time shall be operator-definable.
- C. Scheduling: Include capability to schedule each point or group of points in system. Each schedule shall consist of the following:
1. Weekly Schedule:
    - a. Include separate schedules for each day of week.
    - b. Each schedule should include the capability for start, stop, optimal start, optimal stop, and night economizer.
    - c. Each schedule may consist of up to 10 events.
    - d. When a group of objects are scheduled together, include capability to adjust start and stop times for each member.
  2. Exception Schedules:
    - a. Include ability for operator to designate any day of the year as an exception schedule.
    - b. Exception schedules may be defined up to a year in advance. Once an exception schedule is executed, it will be discarded and replaced by regular schedule for that day of week.
  3. Holiday Schedules:
    - a. Include capability for operator to define up to 99 special or holiday schedules.
    - b. Schedules may be placed on scheduling calendar and will be repeated each year.
    - c. Operator shall be able to define length of each holiday period.
- D. System Coordination:
1. Include standard application for proper coordination of equipment.
  2. Application shall include operator with a method of grouping together equipment based on function and location.
  3. Group may then be used for scheduling and other applications.
- E. Binary Alarms:
1. Each binary point shall be set to alarm based on operator-specified state.
  2. Include capability to automatically and manually disable alarming.
- F. Analog Alarms:

1. Each analog object shall have both high and low alarm limits.
2. Alarming shall be able to be automatically and manually disabled.

G. Alarm Reporting:

1. Operator shall be able to determine action to be taken in event of an alarm.
2. Alarms shall be routed to appropriate operator workstations based on time and other conditions.
3. Alarm shall be able to start programs, print, be logged in event log, generate custom messages, and display graphics.

H. Remote Communication:

1. System shall have ability to dial out in the event of an alarm.

I. Maintenance Management: System shall monitor equipment status and generate maintenance messages based on operator-designated run-time, starts, and calendar date limits.

J. Sequencing: Include application software based on sequences of operation indicated to properly sequence chillers, boilers, and other applicable HVAC equipment.

K. Control Loops:

1. Support any of the following control loops, as applicable to control required:
  - a. Two-position (on/off, open/close, slow/fast) control.
  - b. Proportional control.
  - c. Proportional plus integral (PI) control.
  - d. Proportional plus integral plus derivative (PID) control.
    - 1) Include PID algorithms with direct or reverse action and anti-windup.
    - 2) Algorithm shall calculate a time-varying analog value used to position an output or stage a series of outputs.
    - 3) Controlled variable, set point, and PID gains shall be operator-selectable.

L. On and Off Control with Differential:

1. Include an algorithm that allows a BO to be cycled based on a controlled variable and set point.
2. Algorithm shall be direct- or reverse-acting and incorporate an adjustable differential.

M. Run-Time Totalization:

1. Include software to totalize run-times for all BI and BO points.
2. A high run-time alarm shall be assigned, if required, by operator.

## 2.15 ENCLOSURES

A. General Enclosure Requirements:

1. House each controller and associated control accessories in an enclosure. Enclosure shall serve as central tie-in point for control devices such as switches, transmitters, transducers, power supplies and transformers.
- 2.

B. Wall Mounted, NEMA 250, Type 1:

1. Manufacturers
  - a. Hoffman
  - b. E.M. Wiegmann
  - c. Hammond
2. Minimum 16ga steel bodies and 14ga steel doors sizes through 24" x 24", larger sizes all 14ga, seams continuously welded and ground smooth. Doors shall be hinged for 180° swing, oil resistant gasket, removable print pocket. Collar studs shall be provided to mount a sub-panel. Finish shall be white inside and gray ANSI 61 outside over phosphatized surfaces. 16 ga perforated subpanels shall be white polyester powder coating finish.
3. Include enclosure door with quarter-turn locking mechanism (using a screwdriver or coin).

C. Wall Mounted NEMA 250, Type 12:

1. Manufacturers
  - a. Hoffman
  - b. E.M. Wiegmann
  - c. Hammond
2. Minimum 16ga steel bodies and 14ga steel doors sizes through 24" x 24", larger sizes all 14ga, seams continuously welded and ground smooth. Doors shall be hinged for 180° swing, oil resistant gasket, removable print pocket. Collar studs shall be provided to mount a sub-panel. Finish shall be white inside and gray ANSI 61 outside over phosphatized surfaces. 14 ga subpanels shall be white polyester powder coating finish.
3. Include enclosure door with key locking mechanism. Key locks alike for all enclosures and include one pair of keys per enclosure.
4. Double-door enclosures with overlapping door design to include unobstructed full-width access.
  - a. Single-door enclosures 48 inches and taller, and all double-door enclosures, with three-point (top, middle and bottom) latch system.

D. Accessories:

1. Bar handle with keyed cylinder lock set.

## 2.16 SPECIALTY TERMINAL BLOCKS

A. Manufacturers

1. Phoenix
2. Weidmuller
3. Entreltel
4. ABB

B. Description

1. Terminal blocks shall allow the entering conductor to be disconnected from the leaving conductor using sliding link, knife link or plug switch.

2. Terminals shall be rated for voltage and current of the circuit.
  3. Terminals shall have test jacks and allow meter to be connected without interference of the disconnecting means.
  4. Standard DIN EN50022 mounting rail mounting.
- C. Components shall include, but not be limited to, the following:
1. Fuse holder terminal blocks: Provide with fuse stations indicator.
  2. Feed through terminal blocks.
  3. Grounding type terminal blocks.
  4. Resistor style terminal blocks.
  5. Component holder terminal.

## 2.17 RELAYS

- A. General-Purpose Relays: Description:
1. Relays shall be heavy duty and rated for at least 10 A at 250-V ac and 60 Hz.
  2. Relays shall be either double pole double throw (DPDT) or three-pole double throw, depending on the control application.
  3. Use a plug-in-style relay with an eight-pin octal plug for DPDT relays and an 11-pin octal plug for three-pole double-throw relays.
  4. Construct the contacts of either silver cadmium oxide or gold.
  5. Enclose the relay in a clear transparent polycarbonate dust-tight cover.
  6. Relays shall have LED indication and a manual reset and push-to-test button.
  7. Performance:
    - a. Mechanical Life: At least 10 million cycles.
    - b. Electrical Life: At least 100,000 cycles at rated load.
    - c. Pickup Time: 15 ms or less.
    - d. Dropout Time: 10 ms or less.
    - e. Pull-in Voltage: 85 percent of rated voltage.
    - f. Dropout Voltage: 50 percent of nominal rated voltage.
    - g. Power Consumption: 2 VA.
    - h. Ambient Operating Temperatures: Minus 40 to 115 deg F.
  8. Equip relays with coil transient suppression to limit transients to non-damaging levels.
  9. Plug each relay into an industry-standard, 35-mm DIN rail socket. Plug all relays located in control panels into sockets that are mounted on a DIN rail.
  10. Relay socket shall have screw terminals. Mold into the socket the coincident screw terminal numbers and associated octal pin numbers.
- B. Combination On-Off Status Sensor and On-Off Relay:
1. Description:
    - a. On-off control and status indication in a single device.
    - b. LED status indication of activated relay and current trigger.
    - c. Closed-Open-Auto override switch located on the load side of the relay.
  2. Performance:
    - a. Ambient Temperature: Minus 30 to 140 deg F.
    - b. Voltage Rating: Single-phase loads rated for 300-V ac. Three-phase loads rated for 600-V ac.



3. Status Indication:
  - a. Refer to Current Switch specification paragraph.
4. Relay: Single-pole double-throw, continuous-duty coil; rated for 10-million mechanical cycles.
5. Enclosure: NEMA 250, Type 1 enclosure.

## 2.18 ELECTRONIC SENSORS

- A. Description: Vibration and corrosion resistant; for wall, immersion, or duct mounting as required.
- B. Temperature Sensors:
  1. Manufacturers:
    - a. Minco
    - b. Weed
    - c. MAMAC Systems, Inc.
    - d. RDF Corp.
    - e. ACI, Inc.
  2. Insertion Element Fluid Temperature Sensor
    - a. Element: 10,000 ohm thermistor +/- 1% at 25 deg.C., 100 ohm platinum RTD at 0 deg.C or 1000 ohm platinum RTD at 0 deg C, 2 – wire.
    - b. Transmitter: None
    - c. Housing: Weather tight cast aluminum 'LB' elbow or utility box, stamped aluminum cover with a full gasket.
    - d. Accuracy: Sensor unit: +/- 0.36 deg.F from 32 degF to 158 degF.
    - e. Insertion Length: Maximum one half the diameter of pipe; minimum 2-1/2 inches (64 mm).
    - f. Thermal Wells: 316 stainless steel, 3/4" NPT or 1/2" NPT pipe connection size with 1/2" NPT female threads. For insulated pipe and equipment, provide wells with minimum 2" of lag. Internal bore shall match sensor.
  3. Duct Temperature Sensor (Single Point):
    - a. Element: 10,000 ohm thermistor +/- 1% at 25 deg.C., 100 ohm platinum RTD at 0 deg.C or 1000 ohm platinum RTD at 0 deg C, 2 – wire.
    - b. Transmitter: None
    - c. Housing: 4" x 2" galvanized steel utility box with cover or ABS enclosure that will accept conduit connections. The bottom of the housing shall have a foam gasket to seal the housing to the duct.
    - d. Accuracy: Sensor unit: +/- 0.36 deg.F from 32 degF to 158 degF.
    - e. Insertion Length: 1/3 to 1/2 the ductwork dimension.
  4. Duct Temperature Sensor (Bendable Averaging):
    - a. Element: 10,000 ohm thermistor +/- 1% at 25 deg.C., 100 ohm platinum RTD at 0 deg.C or 1000 ohm platinum RTD at 0 deg C, 2 – wire.
    - b. Transmitter: None
    - c. Housing: 4" x 2" galvanized steel utility box with cover or ABS enclosure that will accept conduit connections. The bottom of the housing shall have a foam gasket to seal the housing to the duct.
    - d. Accuracy: Sensor unit: +/- 0.36 deg.F from 32 degF to 158 degF.
    - e. Sensor Length: 12 feet or 24 feet. Select length as required to provide serpentine coverage of ductwork or casing plenum cross section.

- C. Zone Electronic Temperature Sensor with Override
  - 1. Device shall communicate directly to DDC controller through a proprietary communications bus. Device shall include an analog temperature sensor and an occupancy override button. Provide with network jack to enable mobile operator workstation to connect to BACnet network at sensor.
    - a. Element: 10,000 ohm thermistor +/- 1% at 25 deg.C., 100 ohm platinum RTD at 0 deg.C or 1000 ohm platinum RTD at 0 deg C, 2 – wire.
    - b. Accuracy: Sensor unit: +/- 0.5 deg.F from 32 degF to 158 degF.
    - c. Housing: White Plastic sensor cover and cover plate mounted on steel box.
- D. Pressure Transmitters/Transducers (Air Side):
  - 1. Manufacturers:
    - a. Setra
    - b. Tek-Air Systems
    - c. Robinson Halpern
  - 2. Low Differential Pressure Transmitter:
    - a. The transmitters shall be 0-10 inches W.C. for all applications where measured pressure exceed 1 inch W.C. The transmitter shall be two wired loop powered device producing 4-20 mA output signal. Accuracy for airflow measuring station applications shall be 0.25% or better. All other applications shall be 1% or better.
    - b. Provide with duct mounted pressure tap fitting. Where measuring duct pressure above a lay-in ceiling and where indicated, provide with a lay-in ceiling pressure tap sleeve so that referenced pressure is room pressure not above ceiling plenum pressure.

## 2.19 STATUS SENSORS

- A. Current Switches:
  - 1. Manufactures:
    - a. Hawkeye
    - b. Neilsen – Kuljian
  - 2. Description:
    - a. Split core or solid core. An isolated dry contact shall change state upon detecting a current flow in a wire being sensed. Minimum switching rating shall be 1 amp at 30 Vac or Vdc. Device shall be sized such that amp rating of current sensor is within maximum current rating of the device and that the minimum trip point will detect belt breakage or operation at VFD minimum speed. Trip point shall be adjustable.
- B. Pressure Switches:
  - 1. Air pressure switch shall be manual reset style, Dwyer model 1900-5-MR or approved equivalent.
- C. Temperature Switches:
  - 1. Low temperature control thermostatic switch, NO and NC contacts, 20 feet sensing element vapor pressure type copper construction, adjustable setpoint 15 degF to 55 degF, manual reset. Device shall include a push button reset that can also be used to test operation of the switch. Honeywell L482A or approved equivalent.
- D. Liquid Level Switches:
  - 1. For AHUs larger than 2000 cfm: Water detection level switch, gold plated water level sensing probes, electronic sensing circuitry, SPDT contact, 24 Vac/dc input voltage, cast

- aluminum, weather resistance housing with adjustable legs, 1/2" conduit connection, 32 degF to 158 degF operating temperature range. Kele WD-1B or approved equivalent.
2. For FCU's and AHUs smaller than 2000 cfm: Water detection level switch, shall be Diversitech CS-3 float switch or approved equivalent.

E. Damper Position (End) Switch

1. Damper blade position switch, Industrial heavy-duty switch, NO and NC contacts, spring return, NEMA 4 or 4X, aluminum or zinc die cast construction with conduit entrance. Eaton E Series, Allen-Bradley 800 Series, provide with rollers and lever arms suitable for application specific mounting or Kele KLNJ-A2 Whisker Switch. Low temperature operation to -10 degF.

## 2.20 ACTUATORS

A. Basis-of-Design Project: Subject to compliance with requirements, provide Belimo or comparable products by one of the following:

1. Belimo
2. Johnson Controls
3. Bray.
4. TAC
5. Siemens

B. Electronic Actuators: Direct-coupled type designed for minimum 60,000 full-stroke cycles at rated torque. Actuators shall be as manufactured by Johnson Controls, Bray, Belimo, TAC or approved equal.

1. Valves: Size for torque required for valve close off at maximum pump differential pressure. Size such that only one actuator is required per valve (tandem actuators are not acceptable).
2. Dampers: Size for damper assembly torque requirements for actuation and close off:
3. Coupling: V-bolt and V-shaped, toothed cradle.
4. Overload Protection: Electronic overload or digital rotation-sensing circuitry.
5. Fail-Safe Operation: Mechanical, spring-return mechanism where scheduled. Provide external, manual gear release on nonspring-return actuators.
6. Proportional Signal: 2- to 10-V dc or 4 to 20 mA, and 2- to 10-V dc position feedback signal.
7. Temperature Rating: Minus 22 to plus 122 deg F.

8. All actuators shall have five (5) year manufacturer's warranty.

## 2.21 DAMPERS

A. Basis-of-Design Project: Subject to compliance with requirements, provide Ruskin Company CD-50 or comparable product by one of the following:

1. Air Balance, Inc.
2. Nailor Industries, Inc.
3. NCA Manufacturing, Inc.
4. Ruskin Company

- B. Dampers: AMCA-rated, parallel and opposed-blade design; 0.125-inch- minimum thick, extruded-aluminum frames with holes for duct mounting; extruded aluminum airfoil damper blades with maximum blade width of 6 inches and length of 60 inches. Utilize parallel blade for outside air and return air dampers. Utilize opposed blade for other applications.
1. Secure blades to 1/2-inch-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.
  3. Edge Seals, Low-Leakage Applications: Use inflatable blade edging or replaceable rubber blade seals and spring-loaded stainless-steel side seals, rated for leakage at less than 8 cfm per sq. ft. of damper area, at differential pressure of 4-inch wg when damper is held by torque of 50 in. x lbf; when tested according to AMCA 500D.
  4. Where vertical blades are scheduled, provide blade bearings suitable for thrust or vertical application.
  5. Actuators shall be direct mounted to the damper shaft. Jack shafts shall not be used.
  6. Performance:
    - a. Refer to control damper schedule.

## 2.22 FLOW MEASURING STATIONS

- A. Basis-of-Design Project: Subject to compliance with requirements, provide Air Monitor Volu-probe VS airflow probe traverse station.
- B. Duct Airflow Station: Multiport, self-averaging pitot tube station without honeycomb air straighteners.
1. Casing: Galvanized-steel frame.
  2. Sensing Manifold: Copper manifold with bullet-nosed static and velocity pressure sensors positioned on equal area basis.

## 2.23 ELECTRICAL POWER DEVICES

- A. Transformers:
1. Transformer shall be sized for the total connected load, plus an additional 25 percent of connected load.
  2. Transformer shall be at least 40 VA.
  3. Transformer shall have both primary and secondary fuses.
- B. DC Power Supply:
1. DIN rail mounted or plug-in style suitable for mating with a standard eight-pin octal socket . Include the power supply with a mating mounting socket.
  2. Enclose circuitry in a housing.
  3. Include both line and load regulation to ensure a stable output. To protect both the power supply and the load, power supply shall have an automatic current limiting circuit.
  4. Performance:
    - a. Output voltage nominally 25-V dc within 5 percent.
    - b. Output current up to 100 mA.

- c. Input voltage nominally 120-V ac, 60 Hz.
- d. Load regulation within 0.5 percent from zero- to 100-mA load.
- e. Line regulation within 0.5 percent at a 100-mA load for a 10 percent line change.
- f. Stability within 0.1 percent of rated volts for 24 hours after a 20-minute warmup.

## 2.24 ROOM OCCUPANCY SENSING SYSTEM

### A. Stand-alone Occupancy Sensing System

- 1. Subject to compliance with requirements, products by one of the following:
  - a. Wattstopper Legrand
  - b. Lutron
  - c. Leviton
- 2. Room Occupancy Sensor:
  - a. Passive infrared technology occupancy sensor, ceiling mounted
  - b. Operates at 24VAC/DC.
  - c. Single pole, double throw isolated relay output, 1A rated
  - d. Adjustable sensitivity and adjustable time delay

## 2.25 Electronic Time Clock

### A. Stand-alone Programable 7 day 24 hour Time Clock

- 1. 120V SPDT 12A Relay
- 2. LCD Display

## 2.26 UNINTERRUPTABLE POWER SUPPLY (UPS) UNITS

### A. 250 through 1000 VA:

- 1. Product: Functional Devices PSH-UPS-STAT or preapproved equal
- 2. UPS units shall provide continuous, regulated output power without using their batteries during brown-out, surge, and spike conditions.
- 3. Load served shall not exceed 75 percent of UPS rated capacity, including power factor of connected loads.
  - a. Larger-capacity units shall be provided for systems with larger connected loads.
  - b. UPS shall provide 5 minutes of battery power.
- 4. Performance:
  - a. Input Voltage: Single phase, 120- or 230-V ac, compatible with field power source.
  - b. Load Power Factor Range (Crest Factor): 0.65 to 1.0.
  - c. Output Voltage: 101- to 132-V ac, while input voltage varies between 89 and 152-V ac.
  - d. On Battery Output Voltage: Sine wave.
  - e. Inverter overload capacity shall be minimum 150 percent for 30 seconds.
  - f. Recharge time shall be a maximum of six hours to 90 percent capacity after full discharge to cutoff.
  - g. Transfer Time: 6 ms.

- h. Surge Voltage Withstand Capacity: IEEE C62.41, Categories A and B; 6 kV/200 and 500 A; 100-kHz ringwave.
- 5. UPS shall be automatic during fault or overload conditions.
- 6. Unit with integral line-interactive, power condition topology to eliminate all power contaminants.
- 7. Include front panel with power switch and visual indication of power, battery, fault and temperature.
- 8. Unit shall include an audible alarm of faults and front panel silence feature.
- 9. Unit with four NEMA WD 1, NEMA WD 6 Configuration 5-15R receptacles.
- 10. UPS shall include dry contacts (digital output points) for low battery condition and battery-on (primary utility power failure).
- 11. Batteries shall be sealed lead-acid type and be maintenance free. Battery replacement shall be front accessible by user without dropping load.
- 12. Include tower models installed in ventilated cabinets to the particular installation location.

## 2.27 CONTROL WIRE AND CABLE

### A. Wire: Single conductor control wiring above 24 V.

- 1. Wire size shall be at least No. 18 AWG.
- 2. Conductor shall be 7/24 soft annealed copper strand with 2- to 2.5-inch lay.
- 3. Conductor insulation shall be 600 V, Type THWN or Type THHN, and 90 deg C according to UL 83.
- 4. Conductor colors shall be black (hot), white (neutral), and green (ground).
- 5. Furnish wire on spools.

### B. Single Twisted Shielded Instrumentation Cable above 24 V:

- 1. Wire size shall be a minimum No. 18 AWG.
- 2. Conductors shall be a twisted, 7/24 soft annealed copper strand with a 2- to 2.5-inch lay.
- 3. Conductor insulation shall have a Type THHN/THWN or Type TFN rating.
- 4. Shielding shall be 100 percent type, 0.35/0.5-mil aluminum/Mylar tape, helically applied with 25 percent overlap, and aluminum side in with tinned copper drain wire.
- 5. Outer jacket insulation shall have a 600-V, 90-deg C rating and shall be Type TC cable.
- 6. For twisted pair, conductor colors shall be black and white. For twisted triad, conductor colors shall be black, red and white.
- 7. Furnish wire on spools.
- 8. All wire that is not installed in conduit shall be plenum rated.

### C. Single Twisted Shielded Instrumentation Cable 24 V and Less:

- 1. Wire size shall be a minimum No. 18 AWG.
- 2. Conductors shall be a twisted, 7/24 soft annealed copper stranding with a 2- to 2.5-inch lay.
- 3. Conductor insulation shall have a nominal 15-mil thickness, constructed from flame-retardant PVC.
- 4. Shielding shall be 100 percent type, 1.35-mil aluminum/polymer tape, helically applied with 25 percent overlap, and aluminum side in with tinned copper drain wire.
- 5. Outer jacket insulation shall have a 300-V, 105-deg C rating and shall be Type PLTC cable.
- 6. For twisted pair, conductor colors shall be black and white. For twisted triad, conductor colors shall be black, red and white.

7. Furnish wire on spools.
8. All wire that is not installed in conduit shall be plenum rated.

D. LAN and Communication Cable: Comply with DDC system manufacturer requirements for network being installed.

1. Cable shall be plenum rated.
2. Cable shall comply with NFPA 70.
3. Cable shall have a unique color that is different from other cables used on Project.
4. Copper Cable for Ethernet Network:
  - a. 1000BASE-T.
  - b. TIA/EIA 586, Category 6.
  - c. Minimum No. 22 AWG solid.
  - d. Shielded Twisted Pair (STP).
  - e. Thermoplastic insulated conductors, enclosed in a thermoplastic outer jacket, Class CMP as plenum rated.

## 2.28 RACEWAYS FOR CONTROL WIRING, CABLING, AND TUBING

A. Metal Conduits, Tubing, and Fittings:

1. Listing and Labeling: Metal conduits, tubing, and fittings shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
2. GRC: Comply with NEMA ANSI C80.1 and UL 6.
3. ARC: Comply with NEMA ANSI C80.5 and UL 6A.
4. IMC: Comply with NEMA ANSI C80.6 and UL 1242.
5. PVC-Coated Steel Conduit: PVC-coated rigid steel conduit.
  - a. Comply with NEMA RN 1.
  - b. Coating Thickness: 0.040 inch, minimum.
6. EMT: Comply with NEMA ANSI C80.3 and UL 797.
7. FMC: Comply with UL 1; aluminum.
8. LFMC: Flexible steel conduit with PVC jacket and complying with UL 360.
9. Fittings for Metal Conduit: Comply with NEMA ANSI FB 1 and UL 514B.
  - a. Conduit Fittings for Hazardous (Classified) Locations: Comply with UL 1203 and NFPA 70.
  - b. Fittings for EMT:
    - 1) Material: Steel or die cast.
    - 2) Type: compression.
  - c. Expansion Fittings: PVC or steel to match conduit type, complying with UL 651, rated for environmental conditions where installed, and including flexible external bonding jumper.
  - d. Coating for Fittings for PVC-Coated Conduit: Minimum thickness of 0.040 inch, with overlapping sleeves protecting threaded joints.

10. Joint Compound for IMC, GRC, or ARC: Approved, as defined in NFPA 70, by authorities having jurisdiction for use in conduit assemblies, and compounded for use to lubricate and protect threaded conduit joints from corrosion and to enhance their conductivity.
- B. Metal Wireways and Auxiliary Gutters:
  1. Description: Sheet metal, complying with UL 870 and NEMA 250, Type 1 unless otherwise indicated, and sized according to NFPA 70.
    - a. Metal wireways installed outdoors shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
  2. Fittings and Accessories: Include covers, 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.
  3. Wireway Covers: Hinged type unless otherwise indicated.
  4. Finish: Manufacturer's standard enamel finish.
- C. Surface Metal Raceways: Galvanized steel with snap-on covers complying with UL 5.

## 2.29 CONTROL POWER WIRING AND RACEWAYS

- A. Comply with requirements in Section 260519 "Low-Voltage Electrical Power Conductors and Cables" electrical power conductors and cables.
- B. Comply with requirements in Section 260533 "Raceways and Boxes for Electrical Systems " for electrical power raceways and electrical boxes.

## 2.30 FIBER-OPTIC CABLE, CONNECTORS, AND RACEWAY

- A. Cables:
  1. Performance Requirements:
    - a. Fiber: Multimode graded index. Core/cladding size shall be either 62.5/125 or 100/140 micrometers.
    - b. Numerical Aperture:
      - 1) 62.5/125 Micrometer Fiber: 0.275 plus or minus 0.015.
      - 2) 100/140 Micrometer Fiber: 0.29 plus or minus 0.015.
    - c. Maximum Attenuation:
      - 1) 850 nm: 6.0 dB/km.
      - 2) 1300 nm: 5.0 dB/km.
    - d. Minimum Bandwidth Dispersion: 300 MHz-km at 850 nm.
    - e. Core/Cladding Index Difference: 0.3 percent plus or minus 0.05 percent, measured using refractive rear field measurement procedure.
    - f. Color-code finished fibers for easy identification.
    - g. Splice Loss: Fibers shall be spliced together to form a longer fiber using a commercially available fiber splicing machine recommended by cable manufacturer. Maximum loss per fiber splice shall be 0.20 dB.



- h. Connection: Fibers shall be connected using fiber-optic connectors. Nominal connector loss shall not be greater than 1 dB.
  - i. Fiber-optic cable shall be suitable for use with 100Base-FX or 100Base-SX standard (as applicable) as defined in IEEE 802.3.
2. Mechanical and Environmental Requirements:
- a. Tensile Strength: Fiber cable shall withstand a minimum tensile strength of 2700 N with maximum elongation of less than 0.5 percent.
  - b. Bending Radius: Minimum static bending radius for cable shall be 10 times outside diameter for non-armored cables and 20 times outside diameter for armored cables. Non-armored cables shall withstand being flexed at minimum static bending radius plus or minus 90 degrees for at least 20 cycles at 20 to 40 cycles per minute at 20 deg C. Armored cables shall withstand being flexed at minimum static bending radius plus or minus 90 degrees for at least 10 cycles at 20 to 40 cycles per minute at 20 deg C.
  - c. Vibration: Cable shall withstand a vibration test with vibration amplitude of 5 mm and frequency of 10 cycles per second for at least five hours.
  - d. Twist: Cable shall withstand twisting of 360 degrees over a length of 2 m for at least 10 cycles at 10 cycles per minute.
  - e. Temperature: Cable shall withstand the following temperatures:
    - 1) Installation: Minus 30 to 70 deg C.
    - 2) Operation: Minus 40 to 70 deg C.
    - 3) Storage/Shipping: Minus 40 to 70 deg C.
  - f. Lifetime: Average lifetime of a 2-km, 12-fiber cable shall be at least 20 years when installed in a natural ambient environment. End of useful life shall be reached if failing to comply with requirements indicated or a spontaneous catastrophic fiber failure.
  - g. Crush Resistance: Cable shall withstand a compressive force of 705 N/cm for armored cables and 600 N/cm for non-armored cables. There shall be no attenuation increase after force is removed.
3. Cable Structure:
- a. Number of Fibers: Supply the required number of fibers in each cable for DDC system indicated, plus not less than 50 percent spare. Cable structure shall have fibers grouped for easy handling.
  - b. Strength Members: Include cable with strength members to satisfy mechanical and environmental conditions indicated.
  - c. Cable Core: Core shall consist of stranded buffer tubes around a central member of appropriate geometric size and shall be filled and bound to maintain core integrity. A fibrous strength member may be stranded around core to provide necessary strength for cable.
  - d. Cable Jacket: Protect cable by an extruded-polyethylene jacket.
  - e. Cable Armor: For cables requiring extra mechanical protection, one or two layers of galvanized corrugated steel tape coated by an anticorrosive compound shall be either helically or longitudinally applied over standard outer jacket. Apply a second outer jacket of polyethylene over coated steel tape. Thickness of sheaths and jackets are not specified as long as mechanical and environmental conditions are satisfied.
  - f. Cable Installation: Cables shall be suitable for a semiprotected outdoor installation.

4. Packaging and Shipping:

- a. Seal both ends of each length of cable.
- b. Test individual fibers in each cable before shipping to verify compliance with Specifications.

B. Connectors:

1. Performance Requirements:

- a. Type: Fiber-optic connectors shall be either Type ST or Type SMA. Use either connector type exclusively. No substitutions are allowed.
- b. Insertion Loss: Connector shall have an insertion loss of not greater than 1 dB.
- c. Coupling Tolerance: Connector shall withstand at least 500 couplings with insertion loss within 0.25-dB tolerance limit.
- d. Mechanical Requirements:
  - 1) Connector shall enclose outermost coating of single fiber cable and be able to be mated or unmated without using a tool.
  - 2) Mount connector rigidly in a metal frame.
  - 3) Connector shall allow a semiskilled person to properly install connector to a single fiber easily in a field environment with simple tools.

C. Splice Organizer Cabinet:

1. Minimum Capacity: Each splice organizer shall accommodate number of connectors required for DDC system indicated, plus 100 percent spare.
2. Mounting: Wall mount the splice organizer cabinet.

D. Raceways:

1. Mechanical and Performance Requirements:

- a. Construction: Nonmetallic, flexible raceway system manufactured specifically for routing fiber-optic cables.
- b. Suitable for use in return-air plenums, air-handling rooms, above ceilings and under access floors.
- c. Exhibit low smoke generation and flame-spread characteristics, and have high-temperature service tolerance.
- d. Size raceway according to NFPA 70 requirements for communications cables.
- e. Tensile Strength at Yield: 10,800 psi.
- f. Elongation at Break: 25 percent.

E. Cable Identification:

1. Labeling product shall be self-laminating cable marker.
2. Cable labeling shall include numeric designation, source, destination, and cable type.

2.31 ACCESSORIES

A. Pneumatic Pressure Gages:

1. Pressure gages shall a 1.5-inch diameter face for pressures up through 30 psig and 2.5-inch- diameter face for greater pressures.
2. Include separate gages for branch pressure and main pressure lines.
3. White dial face with black printing.

4. Include 1-psig increment for scale ranges through 30 psig and 2-psig increment for larger ranges.
5. Accuracy: Within 1 percent of full-scale range.

## 2.32 IDENTIFICATION

### A. Control Equipment, Instruments, and Control Devices:

1. Engraved tag bearing unique identification.
  - a. Include instruments with unique identification identified by equipment being controlled or monitored, followed by point identification.
2. Letter size shall be as follows:
  - a. DDC Controllers: Minimum of 0.5 inch high.
  - b. Enclosures: Minimum of 0.5 inch high.
3. Tag shall consist of white lettering on black background.
4. Tag shall be engraved phenolic consisting of three layers of rigid laminate. Top and bottom layers are color-coded black with contrasting white center exposed by engraving through outer layer.
5. Tag shall be fastened with drive pins.
6. Instruments, control devices and actuators with Project-specific identification tags having unique identification numbers following requirements indicated and provided by original manufacturer do not require an additional tag.

### B. Raceway and Boxes:

1. Comply with requirements for identification specified in Section 260553 "Identification for Electrical Systems."
2. Paint cover plates on junction boxes and conduit same color as the tape banding for conduits. After painting, label cover plate "HVAC Controls," using an engraved phenolic tag.
3. For raceways housing pneumatic tubing, add a phenolic tag labeled "HVAC Instrument Air Tubing."
4. For raceways housing air signal tubing, add a phenolic tag labeled "HVAC Air Signal Tubing."

### C. Equipment Warning Labels:

1. Acrylic label with pressure-sensitive adhesive back and peel-off protective jacket.
2. Lettering size shall be at least 14-point type with white lettering on red background.
3. Warning label shall read "CAUTION-Equipment operated under remote automatic control and may start or stop at any time without warning. Switch electric power disconnecting means to OFF position before servicing."
4. Lettering shall be enclosed in a white line border. Edge of label shall extend at least 0.25 inch beyond white border.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates and conditions for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
  - 1. Verify compatibility with and suitability of substrates.
- B. Examine roughing-in for products to verify actual locations of connections before installation.
  - 1. Examine roughing-in for instruments installed in piping to verify actual locations of connections before installation.
  - 2. Examine roughing-in for instruments installed in duct systems to verify actual locations of connections before installation.
- C. Examine walls, floors, roofs, and ceilings for suitable conditions where product will be installed.
- D. Prepare written report, endorsed by Installer, listing conditions detrimental to performance of the Work.
- E. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 DEMOLITION OF EXISTING CONTROLS

- A. Building HVAC is currently controlled by standalone unit controls.

### 3.3 CONTROL DEVICES FOR INSTALLATION BY INSTALLERS

- A. Deliver selected control devices, specified in indicated HVAC instrumentation and control device Sections, to identified equipment and systems manufacturers for factory installation and to identified installers for field installation.
- B. Deliver the following to duct fabricator and Installer for installation in ductwork. Include installation instructions to Installer and supervise installation for compliance with requirements.
  - 1. DDC control dampers.
  - 2. Airflow sensors and switches.
  - 3. Pressure sensors.
- C. Deliver the following to plumbing and HVAC piping installers for installation in piping. Include installation instructions to Installer and supervise installation for compliance with requirements.
  - 1. DDC control valves.
  - 2. Pipe-mounted flow meters.
  - 3. Pipe-mounted sensors, switches and transmitters.
  - 4. Pipe- and tank-mounted thermowells.

### 3.4 GENERAL INSTALLATION REQUIREMENTS

- A. Install products to satisfy more stringent of all requirements indicated.
- B. Install products level, plumb, parallel, and perpendicular with building construction.
- C. Support products, tubing, piping wiring and raceways. Brace products to prevent lateral movement and sway or a break in attachment when subjected to a lateral force.
- D. If codes and referenced standards are more stringent than requirements indicated, comply with requirements in codes and referenced standards.
- E. Fabricate openings and install sleeves in ceilings, floors, roof, and walls required by installation of products. Before proceeding with drilling, punching, and cutting, check for concealed work to avoid damage. Patch, flash, grout, seal, and refinish openings to match adjacent condition.
- F. Firestop penetrations made in fire-rated assemblies. Comply with requirements in Section 078413 "Penetration Firestopping."
- G. Fastening Hardware:
  - 1. Stillson wrenches, pliers, and other tools that damage surfaces of rods, nuts, and other parts are prohibited for work of assembling and tightening fasteners.
  - 2. Tighten bolts and nuts firmly and uniformly. Do not overstress threads by excessive force or by oversized wrenches.
  - 3. Lubricate threads of bolts, nuts and screws with graphite and oil before assembly.
- H. If product locations are not indicated, install products in locations that are accessible and that will permit service and maintenance from floor, equipment platforms, or catwalks without removal of permanently installed furniture and equipment.
- I. Color Graphics Application:
  - 1. Use system schematics indicated as starting point to create graphics.
  - 2. Develop Project-specific library of symbols for representing system equipment and products.
  - 3. Incorporate digital images of Project-completed installation into graphics where beneficial to enhance effect.
  - 4. Submit screenshot of graphics for each graphic for Owner's and Engineer's review prior to installation.
  - 5. Refine graphics as necessary for Owner acceptance.
  - 6.

### 3.5 CONTROLLER INSTALLATION

- A. Install controllers in enclosures to comply with indicated requirements.
- B. Connect controllers to field power supply.
- C. All control points and setpoints for each controller shall be exposed on campus BACNET system at Ethernet level.

- D. Install controller with latest version of applicable firmware and configure to execute requirements indicated.
- E. Test and adjust controllers to verify operation of connected I/O to achieve performance indicated requirements while executing sequences of operation.
- F. Installation of Network Controllers:
  - 1. Quantity and location of network controllers shall be determined by DDC system manufacturer to satisfy requirements indicated.
  - 2. Install controllers in a protected location that is easily accessible by operators.
  - 3. Top of controller shall be within 72 inches of finished floor. Where controller has I/O, provide with Type A Enclosure as defined below.
- G. Installation of Programmable Application Controllers:
  - 1. Quantity and location of programmable application controllers shall be determined by DDC system manufacturer to satisfy requirements indicated.
  - 2. Install controllers in a protected location that is easily accessible by operators.
  - 3. Top of controller shall be within 72 inches of finished floor. Unless noted otherwise, provide with Type A Enclosure as defined below. Controllers for FCU's and AHU's smaller than 2000 cfm, VAV Boxes and Unit Heaters shall be installed in Type B Enclosures.
- H. Application-Specific Controllers:
  - 1. Quantity and location of application-specific controllers shall be determined by DDC system manufacturer to satisfy requirements indicated.
  - 2. For controllers not mounted directly on equipment being controlled, install controllers in a protected location that is easily accessible by operators.
  - 3. Top of controller shall be within 72 inches of finished floor. Unless noted otherwise, provide with Type A Enclosure as defined below. Controllers for FCU's and AHU's smaller than 2000 cfm, VAV Boxes and Unit Heaters shall be installed in Type B Enclosures.

### 3.6 ENCLOSURES INSTALLATION

- A. Install the following items in enclosures, to comply with indicated requirements:
  - 1. Controllers.
  - 2. Electrical power devices.
  - 3. UPS units.
  - 4. Relays.
  - 5. Accessories.
- B. Attach wall-mounted enclosures to wall using the following types of steel struts:
  - 1. For NEMA 250, Type 1 Enclosures: Use painted steel strut and hardware.
  - 2. For NEMA 250, Type 4, Type 4X or Type 12 Enclosures and Enclosures Located Outdoors: Use stainless-steel strut and hardware.
  - 3. Install plastic caps on exposed cut edges of strut.
- C. Type A Enclosure: Unless noted otherwise, provide Type A Enclosure.
  - 1. Enclosure shall be type NEMA 250, Type 12 Enclosure.

2. Enclosure shall be fabricated to match the approved shop drawings submitted by the control contractor. Fabrication shall be in a neat and workmanlike manner and shall facilitate repair, maintenance, and adjustment of the equipment contained therein.
3. All equipment that is not providing an input from a field sensed process (static pressure, temperature, proof of flow, etc.) shall be installed in an enclosure located as indicated on the drawings or as directed by the engineer.
4. Enclosure shall be fabricated and laid out to incorporate the following features:
  - a. Identification of all internally and cover mounted devices. Cover mounted labels shall be engraved labels. Labels for internal devices may be self-adhesive printed tape. Labels shall be mounted adjacent to the device they are associated with so that replacement of the device does not eliminate the label.
  - b. Controllers shall be mounted to enclosure back plane.
  - c. All input and output wiring entering the stand alone control units shall be terminated on sliding link or knife switch type disconnecting type terminal strips to allow the field wiring to be isolated from the stand alone unit for trouble shooting and to allow current loops to be tested without lifting any of the wiring. If such terminal strips are not furnished as a standard part of the stand alone control unit termination points, then they shall be installed in an auxiliary panel located immediately adjacent to the stand alone unit.
  - d. All internal wiring shall be run inside plastic wiring duct as manufactured by Tyton. Wire duct shall be sized to hold the required number of wires without crimping the wires and with sufficient space to allow wiring to be traced during troubleshooting operation.
  - e. Wires that pass from the panel interior to cover mounted devices shall be provided with a flex loop that is anchored on both sides of the hinge.
  - f. All control panels shall be provided with removable sub-panels to allow the panel enclosures to be installed at the job site during rough in while the panels are fabricated off-site for later installation.
  - g. Provide strain relief type cord and cable connectors for all cables that leave the panel as individual cables not in conduit.
  - h. Provide one duplex outlet mounted inside the control panel and separately fused with a non-time delay fuse at 15 A at any panel location containing electronic or electrical control components. This receptacle may be served from the control panel's 120 VAC power source.
  - i. Provide one under cabinet type LED with switch mounted internally in the control panel.
  - j. Each panel shall be provided with a control power disconnect switch located and wired so as to disconnect all control power in the panel. The leaving side of this switch shall be wired to the panel and field components through a fuse or fuses sized and applied to protect both the components of the system as well as the wire and as required for code compliance.
  - k. All wiring leaving the panel shall be separated by classification; i.e., Class 1 circuits shall not be run with Class 2 circuits, etc. Segregation shall be maintained inside the panel to the fullest extent possible. Where low voltage wires carrying low level ac and dc signals cross wires containing power and high level ac signals, the wires shall cross at a 90° angle.

D. Type B Enclosure:

1. Enclosure shall be type NEMA 250, Type 1 Enclosure, VAV box factory provided controls enclosure or unit heater controls enclosure.
2. All equipment that is not providing an input from a field sensed process (static pressure, temperature, proof of flow, etc.) shall be installed in an enclosure located in an accessible location adjacent to the equipment that is controlled.
3. Enclosure shall be fabricated and laid out to incorporate the following features:

- a. Identification of all internally and cover mounted devices. Labels may be self-adhesive printed tape. Labels shall be mounted adjacent to the device they are associated with so that replacement of the device does not eliminate the label.
  - b. Controllers shall be mounted to enclosure back plane.
  - c. Provide strain relief type cord and cable connectors for all cables that leave the panel as individual cables not in conduit.
  - d. Each panel shall be provided with a control power disconnect switch located and wired so as to disconnect all control power in the panel. The leaving side of this switch shall be wired to the panel and field components through a fuse or fuses sized and applied to protect both the components of the system as well as the wire and as required for code compliance.
  - e. All wiring leaving the panel shall be separated by classification; i.e., Class 1 circuits shall not be run with Class 2 circuits, etc. Segregation shall be maintained inside the panel to the fullest extent possible. Where low voltage wires carrying low level ac and dc signals cross wires containing power and high level ac signals, the wires shall cross at a 90° angle.
- E. Align top or bottom of adjacent enclosures of like size.
- F. Install continuous and fully accessible wireways to connect conduit, wire, and cable to multiple adjacent enclosures. Wireway used for application shall have protection equal to NEMA 250 rating of connected enclosures.

### 3.7 ELECTRIC POWER CONNECTIONS

- A. Connect electrical power to DDC system products requiring electrical power connections.
- B. Design of electrical power to products not indicated with electric power is delegated to DDC system provider and installing trade. Work shall comply with NFPA 70 and other requirements indicated.
- C. Comply with requirements in Section 260519 "Low-Voltage Electrical Power Conductors and Cables" for electrical power conductors and cables.
- D. Comply with requirements in Section 260533 "Raceways and Boxes for Electrical Systems" for electrical power raceways and boxes.

### 3.8 IDENTIFICATION

- A. Identify system components, wiring, cabling, and terminals.
- B. Install engraved phenolic nameplate with unique identification on face for each of the following:
  - 1. DDC controller.
  - 2. Enclosure.
  - 3. Electrical power device.

### 3.9 NETWORK INSTALLATION

- A. Install copper cable when connecting between the following:
  - 1. Network controllers or programmable application controllers.



2. Programmable application controllers.
3. Programmable application controllers and application-specific controllers.
4. Application-specific controllers.

B. Install network cable in exposed or in continuous raceway in accordance with requirements in paragraph 3.14 Control Wire, Cable and Raceways Installation.

1. Where indicated on Drawings, cable trays may be used for copper cable in lieu of conduit.

### 3.10 NETWORK NAMING AND NUMBERING

A. Coordinate with Owner and provide unique naming and addressing for networks and devices.

B. ASHRAE 135 Networks:

1. MAC Address:

- a. Every network device shall have an assigned and documented MAC address unique to its network.
- b. Ethernet Networks: Document MAC address assigned at its creation.
- c. ARCNET or MS/TP networks: Assign from 00 to 64.

2. Network Numbering:

- a. Assign unique numbers to each new network.
- b. Provide ability for changing network number through device switches or operator interface.
- c. DDC system, with all possible connected LANs, can contain up to 65,534 unique networks.

3. Device Object Identifier Property Number:

- a. Assign unique device object identifier property numbers or device instances for each device network.
- b. Provide for future modification of device instance number by device switches or operator interface.
- c. LAN shall support up to 4,194,302 unique devices.

4. Device Object Name Property Text:

- a. Device object name property field shall support 32 minimum printable characters.
- b. Assign unique device "Object Name" property names with plain-English descriptive names for each device.
  - 1) Example 1: Device object name for device controlling boiler plant at Building 1000 would be "HW System B1000."
  - 2) Example 2: Device object name for a VAV terminal unit controller could be "VAV unit 102".

5. Object Name Property Text for Other Than Device Objects:

- a. Object name property field shall support 32 minimum printable characters.

- b. Assign object name properties with plain-English names descriptive of application.
  - 1) Example 1: "Zone 1 Temperature."
  - 2) Example 2 "Fan Start and Stop."
- 6. Object Identifier Property Number for Other Than Device Objects:
  - a. Assign object identifier property numbers according to drawings as indicated.
  - b. If not indicated, object identifier property numbers may be assigned at Installer's discretion but must be approved by Owner in advance, be documented and be unique for like object types within device.

### 3.11 CONTROL WIRE, CABLE AND RACEWAYS INSTALLATION

- A. Comply with NECA 1.
- B. Comply with TIA 568-C.1.
- C. Wiring Method:
  - 1. Install cables in raceways and cable trays for the following:
    - a. All controls located below 8 feet above finished floor and not concealed in walls
    - b. All controls in Mechanical Rooms, Basement paper storage room, Basement parking garage and the 5<sup>th</sup> Floor
  - 2. Conceal raceway and cables except in unfinished spaces
  - 3. Install plenum cable in environmental air spaces, including plenum ceilings.
  - 4. Comply with requirements for raceways and boxes specified in Section 260533 "Raceways and Boxes for Electrical Systems."
- D. Wiring Method: Conceal conductors and cables in accessible ceilings, walls, and floors where possible.
- E. Field Wiring within Enclosures: Bundle, lace, and train conductors to terminal points with no excess and without exceeding manufacturer's limitations on bending radii. Install lacing bars and distribution spools.
- F. Conduit Installation:
  - 1. Install conduit expansion joints where conduit runs exceed 200 feet, and conduit crosses building expansion joints.
  - 2. Coordinate conduit routing with other trades to avoid conflicts with ducts, pipes and equipment and service clearance.
  - 3. Maintain at least 3-inch separation where conduits run axially above or below ducts and pipes.
  - 4. Limit above-grade conduit runs to 100 feet without pull or junction box.
  - 5. Do not install raceways or electrical items on any "explosion-relief" walls, or rotating equipment.
  - 6. Do not fasten conduits onto the bottom side of a metal deck roof.
  - 7. Flexible conduit is permitted only where flexibility and vibration control is required.
  - 8. Limit flexible conduit to 3 feet long.
  - 9. Conduit shall be continuous from outlet to outlet, from outlet to enclosures, pull and junction boxes, and shall be secured to boxes in such manner that each system shall be electrically continuous throughout.

10. Secure threaded conduit entering an instrument enclosure, cabinet, box, and trough, with a locknut on outside and inside, such that conduit system is electrically continuous throughout. Provide a metal bushing on inside with insulated throats. Locknuts shall be the type designed to bite into the metal or, on inside of enclosure, shall have a grounding wedge lug under locknut.
11. Conduit box-type connectors for conduit entering enclosures shall have an insulated throat.
12. Connect conduit entering enclosures in wet locations with box-type connectors or with watertight sealing locknuts or other fittings.
13. Offset conduits where entering surface-mounted equipment.
14. Seal conduit runs used by sealing fittings to prevent the circulation of air for the following:
  - a. Conduit extending from interior to exterior of building.
  - b. Conduit extending into pressurized duct and equipment.
  - c. Conduit extending into pressurized zones that are automatically controlled to maintain different pressure set points.

G. Wire and Cable Installation:

1. Cables serving a common system may be grouped in a common raceway. Install control wiring and cable in separate raceway from power wiring. Do not group conductors from different systems or different voltages.
2. Install cables with protective sheathing that is waterproof and capable of withstanding continuous temperatures of 90 deg C with no measurable effect on physical and electrical properties of cable.
  - a. Provide shielding to prevent interference and distortion from adjacent cables and equipment.
3. Install lacing bars to restrain cables, to prevent straining connections, and to prevent bending cables to smaller radii than minimums recommended by manufacturer.
4. Bundle, lace, and train conductors to terminal points without exceeding manufacturer's limitations on bending radii, but not less than radii specified in BICSI ITSIMM, "Cabling Termination Practices" Chapter. Install lacing bars and distribution spools.
5. UTP Cable Installation:
  - a. Comply with TIA 568-C.2.
  - b. Do not untwist UTP cables more than 1/2 inch from the point of termination, to maintain cable geometry.
6. Identify each wire on each end and at each terminal with a number-coded identification tag. Each wire shall have a unique tag.
7. Provide strain relief.
8. Terminate wiring in a junction box.
  - a. Clamp cable over jacket in junction box.
  - b. Individual conductors in the stripped section of the cable shall be slack between the clamping point and terminal block.
9. Terminate field wiring and cable not directly connected to instruments and control devices having integral wiring terminals using terminal blocks.
10. Install signal transmission components according to IEEE C2, REA Form 511a, NFPA 70, and as indicated.

11. Keep runs short. Allow extra length for connecting to terminal boards. Do not bend flexible coaxial cables in a radius less than 10 times the cable OD. Use sleeves or grommets to protect cables from vibration at points where they pass around sharp corners and through penetrations.
12. Ground wire shall be copper and grounding methods shall comply with IEEE C2. Demonstrate ground resistance.
13. Wire and cable shall be continuous from terminal to terminal without splices.
14. Use insulated spade lugs for wire and cable connection to screw terminals.
15. Use shielded cable to transmitters.
16. Use shielded cable to temperature sensors.
17. Perform continuity and meager testing on wire and cable after installation.
18. Do not install bruised, kinked, scored, deformed, or abraded wire and cable. Remove and discard wire and cable if damaged during installation, and replace it with new cable.
19. Cold-Weather Installation: Bring cable to room temperature before dereeling. Heat lamps shall not be used for heating.
20. Pulling Cable: Comply with BICSI ITSIM, Ch. 4, "Pulling Cable." Monitor cable pull tensions.
21. Protection from Electro-Magnetic Interference (EMI): Provide installation free of (EMI).

### 3.12 DDC SYSTEM I/O CHECKOUT PROCEDURES

- A. Check installed products before continuity tests, leak tests and calibration.
- B. Check instruments for proper location and accessibility.
- C. Check instruments for proper installation on direction of flow, elevation, orientation, insertion depth, or other applicable considerations that will impact performance.
- D. Check instrument tubing for proper isolation, fittings, slope, dirt legs, drains, material and support.
- E. For pneumatic products, verify that air supply for each product is properly installed.
- F. Control Damper Checkout:
  1. Verify that control dampers are installed correctly for flow direction.
  2. Verify that proper blade alignment, either parallel or opposed, has been provided.
  3. Verify that damper frame attachment is properly secured and sealed.
  4. Verify that damper actuator and linkage attachment is secure.
  5. Verify that actuator wiring is complete, enclosed and connected to correct power source.
  6. Verify that damper blade travel is unobstructed.
- G. Control Valve Checkout:
  1. Verify that control valves are installed correctly for flow direction.
  2. Verify that valve body attachment is properly secured and sealed.
  3. Verify that valve actuator and linkage attachment is secure.
  4. Verify that actuator wiring is complete, enclosed and connected to correct power source.
  5. Verify that valve ball, disc or plug travel is unobstructed.
  6. After piping systems have been tested and put into service, but before insulating and balancing, inspect each valve for leaks. Adjust or replace packing to stop leaks. Replace the valve if leaks persist.
- H. Instrument Checkout:

1. Verify that instrument is correctly installed for location, orientation, direction and operating clearances.
2. Verify that attachment is properly secured and sealed.
3. Verify that conduit connections are properly secured and sealed.
4. Verify that wiring is properly labeled with unique identification, correct type and size and is securely attached to proper terminals.
5. Inspect instrument tag against approved submittal.
6. For instruments with tubing connections, verify that tubing attachment is secure and isolation valves have been provided.
7. For flow instruments, verify that recommended upstream and downstream distances have been maintained.
8. For temperature instruments:
  - a. Verify sensing element type and proper material.
  - b. Verify length and insertion.

### 3.13 DDC SYSTEM I/O ADJUSTMENT, CALIBRATION AND TESTING:

- A. Calibrate each instrument installed that is not factory calibrated and provided with calibration documentation.
- B. Provide a written description of proposed field procedures and equipment for calibrating each type of instrument. Submit procedures before calibration and adjustment.
- C. For each analog instrument, make a three-point test of calibration for both linearity and accuracy.
- D. Equipment and procedures used for calibration shall comply with instrument manufacturer's written instructions.
- E. Provide diagnostic and test equipment for calibration and adjustment.
- F. Field instruments and equipment used to test and calibrate installed instruments shall have accuracy at least twice the instrument accuracy being calibrated. An installed instrument with an accuracy of 1 percent shall be checked by an instrument with an accuracy of 0.5 percent.
- G. Calibrate each instrument according to instrument instruction manual supplied by manufacturer.
- H. If after calibration indicated performance cannot be achieved, replace out-of-tolerance instruments.
- I. Comply with field testing requirements and procedures indicated by ASHRAE's Guideline 11, "Field Testing of HVAC Control Components," in the absence of specific requirements, and to supplement requirements indicated.
- J. Analog Signals:
  1. Check analog voltage signals using a precision voltage meter at zero, 50, and 100 percent.
  2. Check analog current signals using a precision current meter at zero, 50, and 100 percent.
  3. Check resistance signals for temperature sensors at zero, 50, and 100 percent of operating span using a precision-resistant source.
- K. Digital Signals:

1. Check digital signals using a jumper wire.
2. Check digital signals using an ohmmeter to test for contact making or breaking.

L. Control Dampers:

1. Stroke and adjust control dampers following manufacturer's recommended procedure, from 100 percent open to 100 percent closed and back to 100 percent open.

M. Meters: Check sensors at zero, 50, and 100 percent of Project design values.

N. Sensors: Check sensors at zero, 50, and 100 percent of Project design values.

O. Switches: Calibrate switches to make or break contact at set points indicated.

P. Transmitters:

1. Check and calibrate transmitters at zero, 50, and 100 percent of Project design values.
2. Calibrate resistance temperature transmitters at zero, 50, and 100 percent of span using a precision-resistant source.

### 3.14 DDC SYSTEM CONTROLLER CHECKOUT

A. Verify power supply.

1. Verify voltage, phase and hertz.
2. Verify that protection from power surges is installed and functioning.
3. Verify that ground fault protection is installed.
4. If applicable, verify if connected to UPS unit.
5. If applicable, verify if connected to a backup power source.
6. If applicable, verify that power conditioning units, transient voltage suppression and high-frequency noise filter units are installed.

B. Verify that wire and cabling is properly secured to terminals and labeled with unique identification.

C. Verify that spare I/O capacity is provided.

### 3.15 DDC CONTROLLER I/O CONTROL LOOP TESTS

A. Testing:

1. Test every I/O point connected to DDC controller to verify that safety and operating control set points are as indicated and as required to operate controlled system safely and at optimum performance.
2. Test every I/O point throughout its full operating range.
3. Test every control loop to verify operation is stable and accurate within limits of control loop stability requirements stated in paragraph 2
4. Adjust control loop proportional, integral and derivative settings to achieve optimum performance while complying with performance requirements indicated. Document testing of each control loop's precision and stability via trend logs.
5. Test and adjust every control loop for proper operation according to sequence of operation.
6. Test software and hardware interlocks for proper operation. Correct deficiencies.

7. Operate each analog point at the following:
  - a. Upper quarter of range.
  - b. Lower quarter of range.
  - c. At midpoint of range.
8. Exercise each binary point.
9. For every I/O point in DDC system, read and record each value at operator workstation, at DDC controller and at field instrument simultaneously. Value displayed at operator workstation, at DDC controller and at field instrument shall match.

### 3.16 FINAL REVIEW

- A. Submit written request to Engineer and Owner when DDC system is ready for final review. Written request shall state the following:
  1. DDC system has been thoroughly inspected for compliance with contract documents and found to be in full compliance.
  2. DDC system has been calibrated, adjusted and tested and found to comply with requirements of operational stability, accuracy, speed and other performance requirements indicated.
  3. DDC system monitoring and control of HVAC systems results in operation according to sequences of operation indicated.
  4. DDC system is complete and ready for final review.
- B. Review by Engineer and Owner shall be made after receipt of written request. A field report shall be issued to document observations and deficiencies.
- C. Take prompt action to remedy deficiencies indicated in field report and submit a second written request when all deficiencies have been corrected. Repeat process until no deficiencies are reported.
- D. Should more than two reviews be required, DDC system manufacturer and Installer shall compensate entity performing review for total costs, labor and expenses, associated with third and subsequent reviews. Estimated cost of each review shall be submitted and approved by DDC system manufacturer and Installer before making the review.
- E. Prepare and submit closeout submittals when no deficiencies are reported.
- F. A part of DDC system final review shall include a demonstration to parties participating in final review.
  1. Provide staff familiar with DDC system installed to demonstrate operation of DDC system during final review.
  2. Provide testing equipment to demonstrate accuracy and other performance requirements of DDC system that is requested by reviewers during final review.
  3. Demonstration shall include, but not be limited to, the following:
    - a. Accuracy and calibration of 10 I/O points randomly selected by reviewers. If review finds that some I/O points are not properly calibrated and not satisfying performance requirements indicated, additional I/O points may be selected by reviewers until total I/O points being reviewed that satisfy requirements equals quantity indicated.

- b. HVAC equipment and system hardwired and software safeties and life-safety functions are operating according to sequence of operation. Up to 10 I/O points shall be randomly selected by reviewers. Additional I/O points may be selected by reviewers to discover problems with operation.
- c. Correct sequence of operation after electrical power interruption and resumption after electrical power is restored for randomly selected HVAC systems.
- d. Operation of randomly selected dampers and valves in normal-on, normal-off and failed positions.
- e. Reporting of alarm conditions for randomly selected alarms, including different classes of alarms, to ensure that alarms are properly received by operators and operator workstations.
- f. Trends, summaries, logs and reports set-up for Project.
- g. Software's ability to communicate with controllers, operator workstations, uploading and downloading of control programs.
- h. Software's ability to edit control programs off-line.
- i. Data entry to show Project-specific customizing capability including parameter changes.
- j. Step through penetration tree, display all graphics, demonstrate dynamic update, and direct access to graphics.
- k. Execution of digital and analog commands in graphic mode.
- l. Spreadsheet and curve plot software and its integration with database.
- m. Online user guide and help functions.
- n. Multitasking by showing different operations occurring simultaneously on four quadrants of split screen.
- o. System speed of response compared to requirements indicated.

### 3.17 ADJUSTING

- A. Occupancy Adjustments: When requested within 12 months from date of Substantial Completion, provide on-site assistance in adjusting system to suit actual occupied conditions.

### 3.18 DEMONSTRATION

- A. Engage a factory-authorized service representative with complete knowledge of Project-specific system installed to train Owner's maintenance personnel to adjust, operate, and maintain DDC system.
- B. Extent of Training:
  - 1. Base extent of training on scope and complexity of DDC system indicated and training requirements indicated. Provide extent of training required to satisfy requirements indicated even if more than minimum training requirements are indicated.
  - 2. Inform Owner of anticipated training requirements if more than minimum training requirements are indicated.
  - 3. Minimum Training Requirements:
    - a. Provide not less than 4 hours of training total.
    - b. Stagger training over multiple training classes to accommodate Owner's requirements. Training shall occur immediately after the first construction phase is turned over. All training shall occur before end of warranty period.



C. Training Schedule:

1. Schedule training with Owner **20** calendar days before expected Substantial Completion.
2. Schedule training to provide Owner with at least 20 calendar days of notice in advance of training.
3. Training shall occur within normal business hours at a mutually agreed on time. Unless otherwise agreed to, training shall occur Monday through Friday, except on State holidays, with two morning sessions and two afternoon sessions. Each morning session and afternoon session shall be split in half with 30-minute break between sessions. Morning and afternoon sessions shall be separated by 60-minute lunch period. Training, including breaks and excluding lunch period, shall not exceed eight hours per day.
4. Provide staggered training schedule as requested by Owner.

D. Training Attendee List and Sign-in Sheet:

1. Request from Owner in advance of training a proposed attendee list with name, phone number and e-mail address.
2. Provide a preprinted sign-in sheet for each training session with proposed attendees listed and no fewer than six blank spaces to add additional attendees.
3. Preprinted sign-in sheet shall include training session number, date and time, instructor name, phone number and e-mail address, and brief description of content to be covered during session. List attendees with columns for name, phone number, e-mail address and a column for attendee signature or initials.
4. Circulate sign-in sheet at beginning of each session and solicit attendees to sign or initial in applicable location.
5. At end of each training day, send Owner an e-mail with an attachment of scanned copy (PDF) of circulated sign-in sheet for each session.

E. Training Attendee Headcount:

1. Plan in advance of training for five attendees.
2. Make allowance for Owner to add up to two attendee(s) at time of training.
3. Headcount may vary depending on training content covered in session. Attendee access may be restricted to some training content for purposes of maintaining system security.

F. Training Attendee Prior Knowledge: For guidance in planning required training and instruction, assume attendees have the following:

1. High school and technical school education and degree.
2. Intermediate user knowledge of computers and office applications.
3. Intermediate knowledge of HVAC systems.
4. Intermediate knowledge of DDC systems.
5. Intermediate knowledge of DDC system and products installed.

G. Attendee Training Manuals:

1. Provide each attendee with a color hard copy of all training materials and visual presentations.
2. Hard-copy materials shall be organized in a three-ring binder with table of contents and individual divider tabs marked for each logical grouping of subject matter. Organize material to provide space for attendees to take handwritten notes within training manuals.

3. In addition to hard-copy materials included in training manual, provide each binder with a sleeve or pocket that includes a DVD or flash drive with PDF copy of all hard-copy materials.

H. Instructor Requirements:

1. One or multiple qualified instructors, as required, to provide training.
2. Instructors shall have not less than five years of providing instructional training on not less than five past projects with similar DDC system scope and complexity to DDC system installed.

I. Organization of Training Sessions:

1. Organize training sessions into logical groupings of technical content and to reflect different levels of operators having access to system. Plan training sessions to accommodate the following three levels of operators:
  - a. Daily operators.
  - b. Advanced operators.
  - c. System managers and administrators.
2. Plan and organize training sessions to group training content to protect DDC system security. Some attendees may be restricted to some training sessions that cover restricted content for purposes of maintaining DDC system security.

J. Training Outline:

1. Submit training outline for Owner review at least 10 business day before scheduling training.
2. Outline shall include a detailed agenda for each training day that is broken down into each of four training sessions that day, training objectives for each training session and synopses for each lesson planned.

K. On-Site Training:

1. Owner will provide conditioned classroom or workspace with ample desks or tables, chairs, power and data connectivity for instructor and each attendee.
2. Instructor shall provide training materials, projector and other audiovisual equipment used in training.
3. Provide as much of training located on-site as deemed feasible and practical by Owner.
4. On-site training shall include regular walk-through tours, as required, to observe each unique product type installed with hands-on review of operation, calibration and service requirements.
5. Operator workstation provided with DDC system shall be used in training. If operator workstation is not indicated, provide a temporary workstation to convey training content.

L. Off-Site Training:

1. Provide conditioned training rooms and workspace with ample tables desks or tables, chairs, power and data connectivity for each attendee.
2. Provide capability to remotely access to Project DDC system for use in training.
3. Provide a workstation for use by each attendee.

M. Training Content for Daily Operators:

1. Basic operation of system.
2. Understanding DDC system architecture and configuration.
3. Understanding each unique product type installed including performance and service requirements for each.
4. Understanding operation of each system and equipment controlled by DDC system including sequences of operation, each unique control algorithm and each unique optimization routine.
5. Operating operator workstations, printers and other peripherals.
6. Logging on and off system.
7. Accessing graphics, reports and alarms.
8. Adjusting and changing set points and time schedules.
9. Recognizing DDC system malfunctions.
10. Understanding content of operation and maintenance manuals including control drawings.
11. Understanding physical location and placement of DDC controllers and I/O hardware.
12. Accessing data from DDC controllers.
13. Operating portable operator workstations.
14. Review of DDC testing results to establish basic understanding of DDC system operating performance and HVAC system limitations as of Substantial Completion.
15. Running each specified report and log.
16. Displaying and demonstrating each data entry to show Project-specific customizing capability. Demonstrating parameter changes.
17. Stepping through graphics penetration tree, displaying all graphics, demonstrating dynamic updating, and direct access to graphics.
18. Executing digital and analog commands in graphic mode.
19. Demonstrating control loop precision and stability via trend logs of I/O for not less than 10 percent of I/O installed.
20. Demonstrating DDC system performance through trend logs and command tracing.
21. Demonstrating scan, update, and alarm responsiveness.
22. Demonstrating spreadsheet and curve plot software, and its integration with database.
23. Demonstrating on-line user guide, and help function and mail facility.
24. Demonstrating multitasking by showing dynamic curve plot, and graphic construction operating simultaneously via split screen.
25. Demonstrating the following for HVAC systems and equipment controlled by DDC system:
  - a. Operation of HVAC equipment in normal-off, -on and failed conditions while observing individual equipment, dampers and valves for correct position under each condition.
  - b. For HVAC equipment with factory-installed software, show that integration into DDC system is able to communicate with DDC controllers or gateways, as applicable.
  - c. Using graphed trends, show that sequence of operation is executed in correct manner, and HVAC systems operate properly through complete sequence of operation including seasonal change, occupied and unoccupied modes, warm-up and cool-down cycles and other modes of operation indicated.
  - d. Hardware interlocks and safeties function properly and DDC system performs correct sequence of operation after electrical power interruption and resumption after power is restored.
  - e. Reporting of alarm conditions for each alarm, and confirm that alarms are received at assigned locations, including operator workstations.
  - f. Each control loop responds to set point adjustment and stabilizes within time period indicated.
  - g. Sharing of previously graphed trends of all control loops to demonstrate that each control loop is stable and set points are being maintained.

- N. Training Content for Advanced Operators:
  - 1. Creating, deleting and modifying alarms including annunciation and routing.
  - 2. Creating, deleting and modifying point trend logs including graphing and printing on an ad-hoc basis and operator-defined time intervals.
  - 3. Creating, deleting and modifying reports.
  - 4. Creating, deleting and modifying points.
  
- O. Training Content for System Managers and Administrators:
  - 1. DDC system software maintenance and backups.
  - 2. Understanding password and security procedures.
  - 3. Adding new operators and making modifications to existing operators.
  - 4. Operator password assignments and modification.
  - 5. Operator authority assignment and modification.

END OF SECTION 230923

## SECTION 230993 - SEQUENCE OF OPERATIONS FOR HVAC CONTROLS

### 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 control sequences for HVAC systems, subsystems, and equipment.
- B. Related Sections include the following:
  - 1. Section 230923 "Direct Digital Control (DDC) System" for control equipment and devices and for submittal requirements.

#### 1.3 DEFINITIONS

- A. AHU: Air handling unit
- B. BAS: Building Automation System
- C. DDC: Direct digital control.
- D. VAV: Variable air volume.
- E. FCU: Fan Coil Unit
- F. UH: Unit Heater

### PART 2 - PRODUCTS (Not Applicable)

### PART 3 - EXECUTION

#### 3.1 GENERAL

- A. All temperatures and pressure setpoints listed in the sequences below shall be adjustable and shall be visible at the campus operator's console. All graphic pages shall include time, date and outside air temperature and relative humidity.
- B. An individual graphic screen shall be included for each unit connected to the BAS installed as part of this work. Graphics shall include all monitored values and all setpoints as well as an accurate flow diagram of the system.

- C. Each Graphic screen shall include a link to the written sequence of operation (for operator reference).
- D. Alarms: Provide alarms at the operator workstation as described in the sequence of operation and as described in the temperature controls points list. Contractor shall coordinate with Owner for who receives each type of alarm. In addition to the events outlined below and on the Temperature Control Points List, the following events shall be alarmed:
  - 1. Fan Failure (fan is not running when commanded to run)
  - 2. AHU High Discharge Air Temperature (AHU DAT is greater than 10°F above setpoint)
  - 3. AHU Low Discharge Air temperature (AHU DAT is greater than 10° F below setpoint)
  - 4. AHU Safety Alarm Trip
- E. Trends: For air handling units, provide two levels of trend data for all inputs, outputs and setpoints. Short term trend data shall be continuously logged and shall be on a 5-minute frequency with the latest 12 hours available for viewing and downloading to a CSV or Excel file format. Long term trend data shall be continuously logged on a 60-minute frequency and shall be stored in a database for historical monitoring and analysis.
- F. 2-Stage and 3-Stage PID Loops: where multi-stage PID loops are specified, logic shall be arranged to automatically and sequentially sequence modulating control between each loop such that no more than one control loop is in operation at any given time. Submit multi-stage PID logic to the Engineer for approval.

### 3.2 SEQUENCES OF OPERATION

- A. The sequence of operation shall be as described herein. Contractor shall develop custom programming to achieve the intent of the sequence of operation while minimizing energy consumption. Where the logic is not clear or incomplete, contractor shall submit a request for information to the Engineer for clarification.
- B. Implement sequences of operation and scope of work described below:
- C. Air Handling Unit RTU-1 through RTU-6 and RTU-8 Sequence of Operation
  - 1. See the following specification sections for Air handling Unit Sequences.
    - a. 237413 - packaged, outdoor, central-station air-handling units
  - 2. Schedules: Contractor shall coordinate the setup of these schedules with the Owner.
    - a. Workday Schedule: Zone is occupied during weekdays from 6 am to 730 pm and is unoccupied on Weekends.
- D. Air Handling Unit RTU-7 Sequence of Operation
  - 1. System Description:
    - a. The system consists of an outside air control damper, filters, a DX heat pump cooling/heating coil with modulating compressor, a supply fan with variable speed drive, SCR controlled electric heat, a return air control damper, and a barometric relief air damper. System supplies ventilation air to the building and heated and cooled air to the cafeteria. A portion of the air is returned via ductwork.

2. Hard-wired Control Logic:
  - a. Supply Fan Safety: The supply fan shall be stopped upon a fire alarm system trip.
3. Rooftop Unit Manufacture provided Refrigerant supervisory controls shall include all necessary alarms, safeties, and associated supervisory controls to properly manage the operation, health, and warranty of the refrigerant system. These controls shall include but are not limited to the following:
  - a. All refrigerant system compressor safeties for minimum runtime, compressor starts per hour, and high- and low-pressure switches.
  - b. Refrigerant system head pressure control and outdoor coil defrost controls.
  - c. A terminal strip to accept analogue and digital inputs and outputs for unit control connection to the building automation system described below.
4. Schedules: Contractor shall coordinate the setup of these schedules with the Owner.
  - a. Workday Schedule: Zone is occupied during weekdays from 6 am to 730 pm and is unoccupied on Weekends.
5. DDC General Logic:
  - a. Supply Fan operation: Supply fan shall be commanded on when unit is "Occupied" or in the following modes: "Setup" or "Setback"
    - 1) Setup: When AHU is unoccupied, Setup shall be ON when Outside air temperature is greater than 75°F and the zone is above the Unoccupied Cooling Temperature setpoint. Unit shall remain in setup until the zone is below the Unoccupied cooling temperature setpoint (deadband 4°F). At all other times, Setup shall be OFF.
    - 2) Setback: When AHU is unoccupied, Setback shall be ON when Outside Air temperature is less than 60°F and the zone is below the Unoccupied Heating Temperature Setpoint. Unit shall remain in Setback until the zone is above the Unoccupied heating temperature setpoint (deadband 4°F). At all other times, setback shall be OFF.
  - b. Supply Fan Speed Command: The fan speed shall run at a constant speed as determined by the balancer.
  - c. Outdoor Air damper control: The outdoor air damper is commanded to the outdoor air damper position when the building is occupied. When the building is unoccupied the outdoor air damper shall be closed, and the return damper shall be open.
  - d. Return Air damper control: The return air damper shall modulate inversely to outdoor air damper.
  - e. Zone Temperature Control Logic: The space sensible temperature control is commanded to the output of a three stage PID block. The heating command, reheat command, and cooling command shall modulate in sequence to maintain the zone temperature between the active heating and cooling setpoints.

- 1) The reheat PID is only enabled when the AHU is dehumidifying (see "Dehumidification Logic"). The reheat PID setpoint is the active zone heating setpoint.
  - 2) Logic shall ensure the maximum temperature leaving the AHU may not exceed 90°F (adj.). This condition shall override all logic concerned with space conditioning.
  - 3) Logic shall ensure the minimum temperature leaving the cooling coil is no less than 51°F (adj.). This condition shall override all logic concerned with space conditioning.
  - 4) The occupied zone temperature shall be between 72°F (adj.) and 74°F (adj.). The operator shall be able to modify this setpoint  $\pm 2^\circ\text{F}$  (adj.). The unoccupied zone temperature shall be between 60°F (adj.) and 85°F (adj.). If the zone occupancy button is selected while the zone is unoccupied, the zone shall be overridden to occupied mode for 4 hours (adj.).
- f. Dehumidification Logic: When the outdoor air or return air dewpoint exceeds the dehumidification setpoint the cooling coil shall control to the minimum of the dehumidification cooling coil discharge air temperature setpoint, or the cooling coil temperature required for zone Temperature control.
- 1) When the outdoor air dewpoint exceeds 55°F (adj.) with a 2°F (adj) deadband, the cooling coil discharge air temperature shall control to 55°F (adj)
  - 2) When the return air dewpoint is greater than 56°F (adj.) with a 2°F (adj) deadband, the cooling coil discharge air temperature shall control to 53°F (adj)
- g. Cooling Compressor Control: The maximum output of the zone cooling and dehumidification PID loops shall control the compressor in cooling mode as follows.
- 1) Cooling output is the maximum of the zone cooling PID and dehumidification PID
  - 2) Compressor cooling shall be enabled when the cooling output is greater than 0%.
  - 3) If the RTU has one modulating compressor the compressor shall be enabled at 20% and disabled at 0% cooling output. Modulating compressor output shall equal cooling output.
  - 4) If the rooftop unit has one 50% capacity modulating compressor and one 50% capacity fixed speed compressor capacity control shall be as follows. The modulating compressor shall be enabled at 20% and disabled at 0% cooling output. The fixed capacity compressor shall be enabled at 70% and disabled at 35% cooling output. If the modulating compressor is enabled, output shall equal the following formula  $\text{MAX} ( 0 , \text{MIN} ( 100 , (\text{cooling output} * 2 - (\text{number enabled compressors} - 1) * 100)))$
- h. Heating Compressor Control: The output of the zone heating PID loop shall control the compressor in heating mode as follows.



- 1) Compressor heating shall be enabled when the output is greater than 0.
  - 2) If the RTU has supplemental electric heat (simultaneous heat pump and electric heat operation) the heating PID shall be divided as follows heating command PID 0-80% shall be 0-100% heat pump output, heating command PID 80-100% shall be 0-100% supplemental electric heat output.
  - 3) If the RTU has one modulating compressor the compressor shall be enabled at 20% and disabled at 0% heat pump output. Modulating compressor output shall equal heat pump output.
  - 4) If the rooftop unit has one 50% capacity modulating compressor and one 50% capacity fixed speed compressor capacity control shall be as follows. The modulating compressor shall be enabled at 20% and disabled at 0% heat pump output. The fixed capacity compressor shall be enabled at 70% and disabled at 35% heat pump output. If the modulating compressor is enabled, output shall equal the following formula  $\text{MAX} (0, \text{MIN} (100, (\text{heat pump output} * 2 - (\text{number enabled compressors} - 1) * 100)))$
- i. Reheat Control: When enabled the hot-gas bypass valve shall modulate to the output of the reheat control loop.
  - j. Heat Pump Switchover Point: Logic shall disable heat pump compressor operation, enable Auxiliary Electric Heat, and record the Outdoor air temperature when the following are true for 15 minutes:
    - 1) The heating command is at 100%.
    - 2) The Discharge Air temperature is 3°F below the calculated DAT setpoint

OR

    - 1) Outdoor air temperature is within 5°F(adj) from the manufactures provided invalid compressor operation envelope.
  - k. Auxiliary Electric Heat: When enabled, the auxiliary electric heat shall control to the output of the Heating command PID loop. Auxiliary Electric heat shall operate for a minimum of 15 minutes. Reenable compressor operation when the Outdoor air temperature rises 5°F(adj.) above the Heat Pump Switchover Point.
  - l. The AHU shall be configured for optimal start controls, which allow the unit to reach zone setpoint at the start of building occupancy. The contractor shall consult the owner regarding occupancy schedules for the space.

E. Exhaust Fan Sequence of Operation Base Bid

1. System Description:
  - a. The system consists of a fixed speed exhaust fan and an occupancy sensor or time clock.
  - b. The fan is energized by the standalone occupancy sensor or time clock.

2. Time Clock Schedule: Contractor shall coordinate the setup of these schedules with the Owner.
  - a. Workday Schedule: Zone is occupied during weekdays from 6 am to 730 pm and is unoccupied on Weekends.

F. Exhaust Fan Sequence of Operation Alternate 1

1. System Description:
  - a. The system consists of a fixed speed exhaust fan and an occupancy sensor.
2. Schedules: Contractor shall coordinate the setup of these schedules with the Owner.
  - a. Workday Schedule: Zone is occupied during weekdays from 6 am to 730 pm and is unoccupied on Weekends.
3. DDC General Logic:
  - a. Supply Fan operation: Exhaust fan shall be commanded on when unit is "Occupied"
  - b. Unit shall be occupied as defined by the fan schedule or the occupancy sensor.

END OF SECTION 230993

## SECTION 233113 - METAL DUCTS

### 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. Single-wall rectangular ducts and fittings.
  - 2. Single-wall round ducts and fittings.
  - 3. Sheet metal materials.
  - 4. Duct liner.
  - 5. Sealants and gaskets.
  - 6. Hangers and supports.
- B. Related Sections:
  - 1. Section 230593 "Testing, Adjusting, and Balancing for HVAC" for testing, adjusting, and balancing requirements for metal ducts.
  - 2. Section 233300 "Air Duct Accessories" for dampers, sound-control devices, duct-mounting access doors and panels, turning vanes, and flexible ducts.

#### 1.3 PERFORMANCE REQUIREMENTS

- A. Duct construction, including sheet metal thicknesses, seam and joint construction, reinforcements, and hangers and supports, shall comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" and performance requirements and design criteria indicated in "Duct Schedule" Article.
- B. Structural Performance: Duct hangers and supports and seismic restraints shall withstand the effects of gravity and seismic loads and stresses within limits and under conditions described in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" and SMACNA's "Seismic Restraint Manual: Guidelines for Mechanical Systems."
- C. Airstream Surfaces: Surfaces in contact with the airstream shall comply with requirements in ASHRAE 62.1.

#### 1.4 ACTION SUBMITTALS

- A. Product Data: For each type of the following products:
  - 1. Listed kitchen hood grease ducts and access doors.
  - 2. Liners and adhesives.
  - 3. Sealants and gaskets.

4. Seismic-restraint devices.

B. Shop Drawings:

1. Fabrication, assembly, and installation, including plans, elevations, sections, components, and attachments to other work.
2. Duct layout indicating sizes, configuration, liner material, and static-pressure classes.
3. Fittings.
4. Reinforcement and spacing.
5. Seam and joint construction.
6. Penetrations through fire-rated and other partitions.
7. Equipment installation based on equipment being used on Project.
8. Locations for duct accessories, including dampers, turning vanes, and access doors and panels.
9. Hangers and supports, including methods for duct and building attachment and seismic restraints.

## 1.5 QUALITY ASSURANCE

A. Welding Qualifications: Qualify procedures and personnel according to the following:

1. AWS D1.1/D1.1M, "Structural Welding Code - Steel," for hangers and supports.
2. AWS D9.1M/D9.1, "Sheet Metal Welding Code," for duct joint and seam welding.

## PART 2 - PRODUCTS

### 2.1 SINGLE-WALL RECTANGULAR DUCTS AND FITTINGS

- A. General Fabrication Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" based on indicated static-pressure class unless otherwise indicated.
- B. Transverse Joints:
1. Rectangular ductwork 24" (longest dimension) or longer: Ductmate or SMACNA T-25. Formed on flanges shall not be used on ductwork over 42". All flanged ductwork, regardless of pressure class, shall use gaskets, corner closures, and be TEK screwed or riveted on 10" centers with a minimum of two per side. Fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-1, "Rectangular Duct/Transverse Joints," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
  2. Rectangular ductwork smaller than 24": Select joint types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-1, "Rectangular Duct/Transverse Joints," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
- C. Longitudinal Seams: Select seam types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-2, "Rectangular Duct/Longitudinal Seams," for static-pressure class, applicable sealing requirements, materials involved, duct-

support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible." Snaplock is not acceptable.

- D. Elbows, Transitions, Offsets, Branch Connections, and Other Duct Construction: Select types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 4, "Fittings and Other Construction," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."

## 2.2 SINGLE-WALL ROUND DUCTS AND FITTINGS

- A. General Fabrication Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 3, "Round, Oval, and Flexible Duct," based on indicated static-pressure class unless otherwise indicated.

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

- a. Lindab Inc.
    - b. McGill AirFlow LLC.
    - c. SEMCO Incorporated.
    - d. Sheet Metal Connectors, Inc.
    - e. Spiral Manufacturing Co., Inc.

- B. Transverse Joints: Select joint types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-1, "Round Duct Transverse Joints," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."

- 1. Transverse Joints in Ducts Larger Than 24 Inches in Diameter: Flanged Ductmate.

- C. Longitudinal Seams: Select seam types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-2, "Round Duct Longitudinal Seams," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."

- 1. Fabricate round ducts larger than 90 inches in diameter with butt-welded longitudinal seams.
  - 2. Fabricate flat-oval ducts larger than 72 inches in width (major dimension) with butt-welded longitudinal seams.

- D. Tees and Laterals: Select types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-5, "90 Degree Tees and Laterals," and Figure 3-6, "Conical Tees," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."

## 2.3 ACCESS DOORS

- A. Description: Factory-fabricated, -listed, and -labeled, double-wall maintenance access doors tested according to UL 1978 and rated for 500 deg F continuously, or 2000 deg F for 30 minutes; with positive or negative duct pressure and complying with NFPA 211.

1. Construction: 0.0625 inch ASTM A 666, Type 316 stainless-steel inner shell and stainless-steel outer cover with two handles.
2. Fasteners: Stainless-steel bolts and wing nuts.
  - a. Ensure that bolts do not penetrate interior of duct space.
3. Maintenance Access Door Dimensions: as per IMC requirements.
4. Door Label: Mark door with uppercase lettering as follows: "ACCESS PANEL. DO NOT OBSTRUCT."

## 2.4 SHEET METAL MATERIALS

- A. General Material Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for acceptable materials, material thicknesses, and duct construction methods unless otherwise indicated. Sheet metal materials shall be free of pitting, seam marks, roller marks, stains, discolorations, and other imperfections.
- B. Galvanized Sheet Steel: Comply with ASTM A 653/A 653M.
  1. Galvanized Coating Designation: G90.
  2. Finishes for Surfaces Exposed to View: Mill phosphatized.
- C. Carbon-Steel Sheets: Comply with ASTM A 1008/A 1008M, with oiled, matte finish for exposed ducts.
- D. Stainless-Steel Sheets: Comply with ASTM A 480/A 480M, Type 304 or 316, as indicated in the "Duct Schedule" Article; cold rolled, annealed, sheet. Exposed surface finish shall be No. 2B, No. 2D, No. 3, or No. 4 as indicated in the "Duct Schedule" Article.
- E. Reinforcement Shapes and Plates: ASTM A 36/A 36M, steel plates, shapes, and bars; black and galvanized.
  1. Where black- and galvanized-steel shapes and plates are used to reinforce aluminum ducts, isolate the different metals with butyl rubber, neoprene, or EPDM gasket materials.
- F. Tie Rods: Galvanized steel, 1/4-inch minimum diameter for lengths 36 inches or less; 3/8-inch minimum diameter for lengths longer than 36 inches.

## 2.5 DUCT LINER

- A. Fibrous-Glass Duct Liner: Comply with ASTM C 1071, NFPA 90A, or NFPA 90B; and with NAIMA AH124, "Fibrous Glass Duct Liner Standard."
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. CertainTeed Corporation; Insulation Group.
    - b. Johns Manville.
    - c. Knauf Insulation.
    - d. Owens Corning.
  2. Maximum Thermal Conductivity:

- 1) Type I, Flexible: 0.24 Btu x in./h x sq. ft. x deg F at 75 deg F mean temperature.
  - 2) Type II, Rigid: 0.27 Btu x in./h x sq. ft. x deg F at 75 deg F mean temperature.
3. Antimicrobial Erosion-Resistant Coating: Apply to the surface of the liner that will form the interior surface of the duct to act as a moisture repellent and erosion-resistant coating. Antimicrobial compound shall be tested for efficacy by an NRTL and registered by the EPA for use in HVAC systems.
  4. Water-Based Liner Adhesive: Comply with NFPA 90A or NFPA 90B and with ASTM C 916.
    - a. For indoor applications, adhesive shall have a VOC content of 80 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
    - b. Adhesive shall comply with the testing and product requirements of the California Department of Health Services' "Standard Practice for the Testing of Volatile Organic Emissions from Various Sources Using Small-Scale Environmental Chambers."
- B. Insulation Pins and Washers:
1. Cupped-Head, Capacitor-Discharge-Weld Pins: Copper- or zinc-coated steel pin, fully annealed for capacitor-discharge welding, 0.135-inch-diameter shank, length to suit depth of insulation indicated with integral 1-1/2-inch (38-mm) galvanized carbon-steel washer.
- C. Shop Application of Duct Liner: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 7-11, "Flexible Duct Liner Installation."
1. Adhere a single layer of indicated thickness of duct liner with at least 90 percent adhesive coverage at liner contact surface area. Attaining indicated thickness with multiple layers of duct liner is prohibited.
  2. Apply adhesive to transverse edges of liner facing upstream that do not receive metal nosing.
  3. Butt transverse joints without gaps, and coat joint with adhesive.
  4. Fold and compress liner in corners of rectangular ducts or cut and fit to ensure butted-edge overlapping.
  5. Do not apply liner in rectangular ducts with longitudinal joints, except at corners of ducts, unless duct size and dimensions of standard liner make longitudinal joints necessary.
  6. Apply adhesive coating on longitudinal seams in ducts with air velocity of 2500 fpm.
  7. Secure liner with mechanical fasteners 4 inches from corners and at intervals not exceeding 12 inches transversely; at 3 inches from transverse joints and at intervals not exceeding 18 inches longitudinally.
  8. Secure transversely oriented liner edges facing the airstream with metal nosings that have either channel or "Z" profiles or are integrally formed from duct wall. Fabricate edge facings at the following locations:
    - a. Fan discharges.
    - b. Intervals of lined duct preceding unlined duct.
    - c. Upstream edges of transverse joints in ducts where air velocities are higher than 2500 fpm or where indicated.

## 2.6 SEALANT AND GASKETS

- A. General Sealant and Gasket Requirements: Surface-burning characteristics for sealants and gaskets shall be a maximum flame-spread index of 25 and a maximum smoke-developed index of 50 when tested according to UL 723; certified by an NRTL.
- B. Water-Based Joint and Seam Sealant:
  - 1. Application Method: Brush on.
  - 2. Solids Content: Minimum 65 percent.
  - 3. Shore A Hardness: Minimum 20.
  - 4. Water resistant.
  - 5. Mold and mildew resistant.
  - 6. VOC: Maximum 75 g/L (less water).
  - 7. Maximum Static-Pressure Class: 10-inch wg, positive and negative.
  - 8. Service: Indoor or outdoor.
  - 9. Substrate: Compatible with galvanized sheet steel (both PVC coated and bare), stainless steel, or aluminum sheets.
- C. Flanged Joint Sealant: Comply with ASTM C 920.
  - 1. General: Single-component, acid-curing, silicone, elastomeric.
  - 2. Type: S.
  - 3. Grade: NS.
  - 4. Class: 25.
  - 5. Use: O.
  - 6. For indoor applications, sealant shall have a VOC content of 250 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
  - 7. Sealant shall comply with the testing and product requirements of the California Department of Health Services' "Standard Practice for the Testing of Volatile Organic Emissions from Various Sources Using Small-Scale Environmental Chambers."
- D. Flange Gaskets: Butyl rubber, neoprene, or EPDM polymer with polyisobutylene plasticizer.
- E. Round Duct Joint O-Ring Seals:
  - 1. Seal shall provide maximum 3 cfm/100 sq. ft. at 1-inch wg and shall be rated for 10-inch wg static-pressure class, positive or negative.
  - 2. EPDM O-ring to seal in concave bead in coupling or fitting spigot.
  - 3. Double-lipped, EPDM O-ring seal, mechanically fastened to factory-fabricated couplings and fitting spigots.

## 2.7 HANGERS AND SUPPORTS

- A. Hanger Rods for Noncorrosive Environments: Cadmium-plated steel rods and nuts.
- B. Hanger Rods for Corrosive Environments: Electrogalvanized, all-thread rods or galvanized rods with threads painted with zinc-chromate primer after installation.
- C. Strap and Rod Sizes: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 5-1, "Rectangular Duct Hangers Minimum Size," and Table 5-2, "Minimum Hanger Sizes for Round Duct."
- D. Steel Cables for Galvanized-Steel Ducts: Galvanized steel complying with ASTM A 603.



- E. Steel Cables for Stainless-Steel Ducts: Stainless steel complying with ASTM A 492.
- F. Steel Cable End Connections: Cadmium-plated steel assemblies with brackets, swivel, and bolts designed for duct hanger service; with an automatic-locking and clamping device.
- G. Duct Attachments: Sheet metal screws, blind rivets, or self-tapping metal screws; compatible with duct materials.
- H. Trapeze and Riser Supports:
  - 1. Supports for Galvanized-Steel Ducts: Galvanized-steel shapes and plates.

## 2.8 SEISMIC-RESTRAINT DEVICES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Cooper B-Line, Inc.; a division of Cooper Industries.
  - 2. Ductmate Industries, Inc.
  - 3. Hilti Corp.
  - 4. Kinetics Noise Control.
  - 5. Loos & Co.; Cableware Division.
  - 6. Mason Industries.
  - 7. TOLCO; a brand of NIBCO INC.
  - 8. Unistrut Corporation; Tyco International, Ltd.
- B. General Requirements for Restraint Components: Rated strengths, features, and applications shall be as defined in reports by an agency acceptable to authorities having jurisdiction.
  - 1. Structural Safety Factor: Allowable strength in tension, shear, and pullout force of components shall be at least four times the maximum seismic forces to which they will be subjected.
- C. Channel Support System: Shop- or field-fabricated support assembly made of slotted steel channels rated in tension, compression, and torsion forces and with accessories for attachment to braced component at one end and to building structure at the other end. Include matching components and corrosion-resistant coating.
- D. Restraint Cables: ASTM A 603, galvanized or ASTM A 492, stainless-steel cables with end connections made of cadmium-plated steel assemblies with brackets, swivel, and bolts designed for restraining cable service; and with an automatic-locking and clamping device or double-cable clips.
- E. Hanger Rod Stiffener: Steel tube or steel slotted-support-system sleeve with internally bolted connections or Reinforcing steel angle clamped to hanger rod.
- F. Mechanical Anchor Bolts: Drilled-in and stud-wedge or female-wedge type. Select anchor bolts with strength required for anchor and as tested according to ASTM E 488.

## PART 3 - EXECUTION

### 3.1 DUCT INSTALLATION

- A. Drawing plans, schematics, and diagrams indicate general location and arrangement of duct system. Indicated duct locations, configurations, and arrangements were used to size ducts and calculate friction loss for air-handling equipment sizing and for other design considerations. Install duct systems as indicated unless deviations to layout are approved on Shop Drawings and Coordination Drawings.
- B. Install ducts according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" unless otherwise indicated.
- C. Install round ducts in maximum practical lengths.
- D. Install ducts with fewest possible joints.
- E. Install factory- or shop-fabricated fittings for changes in direction, size, and shape and for branch connections.
- F. Unless otherwise indicated, install ducts vertically and horizontally, and parallel and perpendicular to building lines.
- G. Install ducts close to walls, overhead construction, columns, and other structural and permanent enclosure elements of building.
- H. Install ducts with a clearance of 1 inch, plus allowance for insulation thickness.
- I. Route ducts to avoid passing through transformer vaults and electrical equipment rooms and enclosures.
- J. Where ducts pass through non-fire-rated interior partitions and exterior walls and are exposed to view, cover the opening between the partition and duct or duct insulation with sheet metal flanges of same metal thickness as the duct. Overlap openings on four sides by at least 1-1/2 inches.
- K. Where ducts pass through fire-rated interior partitions and exterior walls, install fire dampers. Comply with requirements in Section 233300 "Air Duct Accessories" for fire and smoke dampers.
- L. Protect duct interiors from moisture, construction debris and dust, and other foreign materials.

### 3.2 DUCT SEALING

- A. Seal ducts for duct static-pressure, seal classes, and leakage classes specified in "Duct Schedule" Article according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
- B. Seal ducts to the following seal classes according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible":
  - 1. Supply Ductwork: Seal Class A.
  - 2. Return Ductwork: Seal Class A.
  - 3. Ventilation Air Ductwork: Seal Class A.
  - 4. Mixed Air Ductwork: Seal Class A.
  - 5. Outside Air Ductwork: Seal Class A.

- 6. Exhaust Air Ductwork: Seal Class A.

### 3.3 HANGER AND SUPPORT INSTALLATION

- A. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 5, "Hangers and Supports."
- B. Building Attachments: Concrete inserts or mechanical-expansion anchors appropriate for construction materials to which hangers are being attached.
  - 1. Where practical, install concrete inserts before placing concrete.
  - 2. Install mechanical-expansion anchors after concrete is placed and completely cured.
  - 3. Mechanical-Expansion Anchors: Insert-wedge-type, zinc-coated steel anchors, for use in hardened portland cement concrete; with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used. 2003 IBC compliant for cracked concrete.
  - 4. Do not use powder-actuated concrete fasteners.
- C. Hanger Spacing: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 5-1, "Rectangular Duct Hangers Minimum Size," and Table 5-2, "Minimum Hanger Sizes for Round Duct," for maximum hanger spacing; install hangers and supports within 24 inches of each elbow and within 48 inches of each branch intersection.
- D. Hangers Exposed to View: Threaded rod and angle or channel supports.
- E. Support vertical ducts with steel angles or channel secured to the sides of the duct with welds, bolts, sheet metal screws, or blind rivets; support at each floor and at maximum intervals of 16 feet.
- F. Install upper attachments to structures. Select and size upper attachments with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used.

### 3.4 CONNECTIONS

- A. Make connections to equipment with flexible connectors complying with Section 233300 "Air Duct Accessories."
- B. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for branch, outlet and inlet, and terminal unit connections.

### 3.5 PAINTING

- A. Paint interior of metal ducts that are visible through registers and grilles and that do not have duct liner. Apply one coat of flat, black, latex paint over a compatible galvanized-steel primer. Paint materials and application requirements are specified in Section 099113 "Exterior Painting" and Section 099123 "Interior Painting."
- B. Grease Duct Systems
  - 1. Perform grease duct leakage test as required by IMC prior to use or concealment.
- C. Perform air leakage tests in presence of Owner's Construction Administrator.

1. Notify Owner a minimum of 2 days before test is performed.

### 3.6 DUCT SCHEDULE

#### A. Supply Ducts:

1. Roof top Units Over 2000 CFM:
  - a. Pressure Class: Positive 4-inch wg.
  - b. Minimum SMACNA Seal Class: A.
2. Supply ducts downstream of single zone Air Handling Units equal to or under 2000 CFM
  - a. Pressure Class: Positive 2-inch wg.
  - b. Minimum SMACNA Seal Class: A.

#### B. Return Ducts and Mixed Air Ducts:

1. Roof top Units Over 2000 CFM
  - a. Pressure Class: Negative 4-inch wg.
  - b. Minimum SMACNA Seal Class: A.
2. Rooftop Units equal to or under 2000 CFM
  - a. Pressure Class: Negative 2-inch wg.
  - b. Minimum SMACNA Seal Class: A.

#### C. Exhaust Ducts:

1. General exhaust ducts branch run-outs to grilles.
  - a. Pressure Class: Positive and negative 2-inch wg.
  - b. Minimum SMACNA Seal Class: A.

#### D. Intermediate Reinforcement:

1. Galvanized-Steel Ducts: Galvanized steel or carbon steel coated with zinc-chromate primer.

#### E. Liner:

1. Roof top Units equal to or Under 2000 CFM:
  - a. Rectangular Supply Air Ducts installed in unconditioned Spaces: Fibrous glass, Type I, 1.5 inch thick.
  - b. Rectangular Return Air Ducts installed in unconditioned Spaces: Fibrous glass, Type I, 1.5 inch thick.

#### F. Elbow Configuration:

1. Rectangular Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-2, "Rectangular Elbows." Radius elbows shall be used where shown on drawings.
  - a. Radius Type RE 3 with minimum 1.5 centerline radius-to-width (W) ratio unless otherwise indicated on drawings or limited by existing building features. Contractor

shall review all instances of radius elbows with less than 1.5 centerline radius to width ratio due to existing building features with engineer, unless such elbows are specifically indicated as such on drawings. All radius elbows shall include two (2) continuous splitter vanes specifically spaced as illustrated in SMACNA's HVAC Duct Construction Standards – Metal and Flexible”, Chart 4-1, “Number of Short Radius Vanes.”

- b. Mitered Type RE 2 with vanes complying with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-3, "Vanes and Vane Runners," and Figure 4-4, "Vane Support in Elbows."
- 2. Round Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-4, "Round Duct Elbows."
  - a. Minimum Radius-to-Diameter Ratio and Elbow Segments: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 3-1, "Mitered Elbows." Elbows with less than 90-degree change of direction have proportionately fewer segments.
    - 1) Radius-to Diameter Ratio: 1.5.
  - b. Round Elbows, 12 Inches and Smaller in Diameter: Stamped with continuous welded seam.
  - c. Round Elbows, 14 Inches and Larger in Diameter: Standing seam or Welded.

G. Branch Configuration:

- 1. Rectangular Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-6, "Branch Connection."
  - a. Rectangular Main to Rectangular Branch: Tee fittings or 45-degree entry.
  - b. Rectangular Main to Round Branch: Round to 45° rectangular entry or conical.
- 2. Round and Flat Oval: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-5, "90 Degree Tees and Laterals," and Figure 3-6, "Conical Tees." Saddle taps are permitted in existing duct.
  - a. Round main branches: wye fittings or 45° lateral fittings.
  - b. Terminal box take-offs and diffuser take-offs: Conical tap.

END OF SECTION 233113

## SECTION 233300 - AIR DUCT ACCESSORIES

### 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. Manual volume dampers.
  - 2. Flange connectors.
  - 3. Turning vanes.
  - 4. Duct-mounted access doors.
  - 5. Flexible connectors.
  - 6. Flexible ducts.
  - 7. Duct accessory hardware.

#### 1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product.
- B. Shop Drawings: For duct accessories. Include plans, elevations, sections, details and attachments to other work.
  - 1. Detail duct accessories fabrication and installation in ducts and other construction. Include dimensions, weights, loads, and required clearances; and method of field assembly into duct systems and other construction. Include the following:
    - a. Special fittings.
    - b. Manual volume damper installations.
    - c. Control-damper installations.

#### 1.4 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For air duct accessories to include in operation and maintenance manuals.

### PART 2 - PRODUCTS

#### 2.1 ASSEMBLY DESCRIPTION

- A. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for acceptable materials, material thicknesses, and duct construction methods unless otherwise

indicated. Sheet metal materials shall be free of pitting, seam marks, roller marks, stains, discolorations, and other imperfections.

## 2.2 MATERIALS

- A. Galvanized Sheet Steel: Comply with ASTM A 653/A 653M.
  - 1. Galvanized Coating Designation: G90.
  - 2. Exposed-Surface Finish: Mill phosphatized.
- B. Stainless-Steel Sheets: Comply with ASTM A 480/A 480M, Type 304.
- C. Reinforcement Shapes and Plates: Galvanized-steel reinforcement where installed on galvanized sheet metal ducts; compatible materials for aluminum and stainless-steel ducts.
- D. Tie Rods: Galvanized steel, 1/4-inch minimum diameter for lengths 36 inches or less; 3/8-inch minimum diameter for lengths longer than 36 inches.

## 2.3 MANUAL VOLUME DAMPERS

- A. Manual Volume Damper Manufacturers
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Air Balance Inc.; a division of Mestek, Inc.
    - b. American Warming and Ventilating; a division of Mestek, Inc.
    - c. Arrow United Industries; a division of Mestek, Inc.
    - d. Nailor Industries Inc.
    - e. NCA Manufacturing, Inc.
    - f. Pottorff.
    - g. Ruskin Company.
    - h. Vent Products Company, Inc.
  - 2.
- B. Medium Pressure Manual Volume Damper
  - 1. Linkage outside airstream.
  - 2. Frames:
    - a. Galvanized steel channel.
    - b. 16 ga. galvanized sheet steel.
    - c. Corner braces.
  - 3. Blades:
    - a. Multiple blades with maximum blade width of 5 to 8 inches.
    - b. Opposed-blade design.
    - c. Galvanized-steel.
    - d. 20 ga. thick dual skin air foil design.
  - 4. Blade Axles: 1/2-inch hex, 3 inch x 3/8 inch square control shaft, oil-impregnated bronze bearings. Quarter turn locking hand quadrant

5. Blade Orientation: Dampers mounted with blades in the vertical shall be designed for such including use of thrust bearings.
6. Operating Temperature Range: From 240 deg F.
7. Bearings:
  - a. Oil-impregnated bronze bearings.
8. Performance:
  - a. 6" w.c. maximum pressure at 42" damper width.
  - b. 3,000 feet per minute maximum velocity.
  - c. 4 cfm/sq. t. leakage 1" w.c. differential pressure

C. Low Pressure Manual Volume Damper Multiple Blades

1. Frames:
  - a. Galvanized steel channel.
  - b. 16 ga. galvanized sheet steel.
  - c. Corner braces.
2. Blades:
  - a. Multiple blades with maximum blade width of 5 to 8 inches.
  - b. Opposed-blade design.
  - c. Galvanized-steel.
  - d. 16 ga. thick single skin.
3. Blade Axles: 1/2-inch hex, 3 inch x 3/8 inch square control shaft, molded synthetic bearings. Quarter turn locking hand quadrant
4. Operating Temperature Range: From 240 deg F.
5. Bearings:
  - a. Molded synthetic bearings.
6. Performance:
  - a. 2-1/2" w.c. maximum pressure at 48" damper width.
  - b. 1,500 feet per minute maximum velocity.

D. Low Pressure Manual Volume Damper Single Blade

1. Frames:
  - a. 20 ga. galvanized sheet steel.
2. Blades:
  - a. Single blade.
  - b. 20 ga galvanized-steel.



3. Blade Axles: 3/8-inch square control shaft, molded synthetic bearings. Quarter turn locking hand quadrant
4. Operating Temperature Range: From 240 deg F.
5. Bearings:
  - a. Molded synthetic bearings.
6. Performance:
  - a. 1,500 feet per minute maximum velocity.
7. Contractor has option to shop manufacture the equivalent damper.

## 2.4 FLANGE CONNECTORS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. Ductmate Industries, Inc.
- B. Description: Add-on, factory-fabricated, slide-on transverse flange connectors, gaskets, and components.
- C. Material: Galvanized steel.
- D. Gage and Shape: Match connecting ductwork.

## 2.5 TURNING VANES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. Ductmate Industries, Inc.
  2. Duro Dyne Inc.
  3. Elgen Manufacturing.
  4. METALAIRE, Inc.
  5. SEMCO Incorporated.
  6. Ward Industries, Inc.; a division of Hart & Cooley, Inc.
- B. Manufactured Turning Vanes for Metal Ducts: Curved blades of galvanized sheet steel; support with bars perpendicular to blades set; set into vane runners suitable for duct mounting.
- C. General Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible"; Figures 4-3, "Vanes and Vane Runners," and 4-4, "Vane Support in Elbows."
- D. Vane Construction: Single wall.

## 2.6 DUCT-MOUNTED ACCESS DOORS

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

1. American Warming and Ventilating; a division of Mestek, Inc.
  2. Cesco Products; a division of Mestek, Inc.
  3. Ductmate Industries, Inc.
  4. Elgen Manufacturing.
  5. Flexmaster U.S.A., Inc.
  6. Greenheck Fan Corporation.
  7. McGill AirFlow LLC.
  8. Nailor Industries Inc.
  9. Pottorff.
  10. Ventfabrics, Inc.
  11. Ward Industries, Inc.; a division of Hart & Cooley, Inc.
- B. Duct-Mounted Access Doors: Fabricate access panels according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible"; Figures 7-2, "Duct Access Doors and Panels," and 7-3, "Access Doors - Round Duct."
1. Door:
    - a. Double wall, rectangular.
    - b. Galvanized sheet metal.
    - c. Hinges and Latches: piano hinge and cam latches.
    - d. Fabricate doors airtight and suitable for duct pressure class.
  2. Frame: Galvanized sheet steel, with bend-over tabs and foam gaskets.
  3. Number of Hinges and Locks:
    - a. Access Doors Less Than 12 Inches Square: No hinges and two sash locks.
    - b. Access Doors up to 18 Inches Square: Continuous and two sash locks.
    - c. Access Doors greater than 18 inches: Continuous and two compression latches with outside and inside handles.

## 2.7 FLEXIBLE CONNECTORS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
1. Ductmate Industries, Inc.
  2. Duro Dyne Inc.
  3. Elgen Manufacturing.
  4. Ventfabrics, Inc.
  5. Ward Industries, Inc.; a division of Hart & Cooley, Inc.
- B. Materials: Flame-retardant or noncombustible fabrics.
- C. Coatings and Adhesives: Comply with UL 181, Class 1.
- D. Metal-Edged Connectors: Factory fabricated with a fabric strip 6 inches wide attached to two strips of 3 inch wide, 24 ga. thick, galvanized sheet steel.
- E. Indoor System, Flexible Connector Fabric: Glass fabric double coated with neoprene.
1. Minimum Weight: 26 oz./sq. yd..
  2. Tensile Strength: 480 lbf/inch in the warp and 360 lbf/inch in the filling.
  3. Service Temperature: Minus 40 to plus 200 deg F.

## 2.8 FLEXIBLE DUCTS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Flexmaster U.S.A., Inc.
  - 2. McGill AirFlow LLC.
  - 3. Ward Industries, Inc.; a division of Hart & Cooley, Inc.
- B. Insulated, Flexible Duct: UL 181, Class 1, black polymer film supported by helically wound, spring-steel wire; fibrous-glass insulation; aluminized vapor-barrier film.
  - 1. Pressure Rating: 10-inch wg positive and 5-inch wg negative.
  - 2. Maximum Air Velocity: 5,500 fpm.
  - 3. Temperature Range: Minus 20 to plus 250 deg F.
  - 4. Insulation R-Value: 6 sq. ft. x deg F x h/BTU.
- C. Flexible Duct Connectors:
  - 1. Clamps: Stainless-steel band with cadmium-plated hex screw to tighten band with a worm-gear action in sizes 3 through 18 inches, to suit duct size. NO SUBSTITUTION.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Install duct accessories according to applicable details in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for metal ducts.
- B. Install duct accessories of materials suited to duct materials; use galvanized-steel accessories in galvanized-steel.
- C. For Ductwork pressure class 4" w.c. and greater: Install manual volume dampers at points on supply, return, ventilation, outside, exhaust and transfer air systems where indicated on drawings.
  - 1. Duct where damper blade length is 42" or less: Medium Pressure Manual Balance Damper.
  - 2. Duct where damper blade length is 43" and greater:
    - a. High pressure, Industrial Steel Manual Volume/Shutoff Damper
- D. For Ductwork pressure class 2" w.c. and below: Install manual volume dampers at points on supply, return, ventilation, outside exhaust and transfer air systems at duct branch connections, downstream each branch of tee or split fitting, branch duct to diffusers or grilles at take-off.
  - 1. Duct with any dimension is greater than 12 inch: Low Pressure Manual Volume Damper Multiple Blades
  - 2. Duct with both dimensions 12" or less: Low Pressure Manual Volume Damper Single Blade

- E. Install duct access doors to provide access to all fire dampers, upstream of duct mounted reheat coils and where indicated on drawings.
- F. Install access doors with swing against duct static pressure.
- G. Access Door Sizes:
  - 1. Minimum 12 inch x 12 inch or as indicated on drawings.
- H. Install flexible connectors to connect ducts to equipment. Connections to air handling units do not require flexible connectors if air handling unit's fans are internally isolated with spring mounts and internal flexible duct connectors.
- I. Connect terminal units to rigid supply ducts directly.
- J. Connect flexible ducts to metal ducts with adhesive plus worm-gear tightening clamps.

### 3.2 FIELD QUALITY CONTROL

- A. Tests and Inspections:
  - 1. Operate dampers to verify full range of movement.
  - 2. Inspect locations of access doors and verify that purpose of access door can be performed.
  - 3. Inspect turning vanes for proper and secure installation.
  - 4. Adjust, repair or replace air duct accessories that rattles or make excessive noise in operation.

END OF SECTION 233300

## SECTION 233423 - HVAC POWER VENTILATORS

### 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. Centrifugal roof ventilators.
  - 2. Axial roof ventilators.
  - 3. Upblast propeller roof exhaust fans.

#### 1.3 PERFORMANCE REQUIREMENTS

- A. Project Altitude: Base fan-performance ratings on actual Project site elevations.
- B. Operating Limits: Classify according to AMCA 99.

#### 1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated. Include rated capacities, operating characteristics, and furnished specialties and accessories. Also include the following:
  - 1. Certified fan performance curves with system operating conditions indicated.
  - 2. Certified fan sound-power ratings.
  - 3. Motor ratings and electrical characteristics, plus motor and electrical accessories.
  - 4. Material thickness and finishes, including color charts.
  - 5. Dampers, including housings, linkages, and operators.
  - 6. Roof curbs.
  - 7. Fan speed controllers.
- B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.
  - 1. Detail equipment assemblies and indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
  - 2. Wiring Diagrams: For power, signal, and control wiring.

#### 1.5 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For power ventilators to include in emergency, operation, and maintenance manuals.

#### 1.6 QUALITY ASSURANCE

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- B. AMCA Compliance: Fans shall have AMCA-Certified performance ratings and shall bear the AMCA-Certified Ratings Seal.

- C. UL Standards: Power ventilators shall comply with UL 705. Power ventilators for use for restaurant kitchen exhaust shall also comply with UL 762.

## PART 2 - PRODUCTS

### 2.1 CENTRIFUGAL ROOF VENTILATORS

- A. Manufacturers: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:
1. Acme Engineering & Manufacturing Corporation.
  2. Aerovent; a division of Twin City Fan Companies, Ltd.
  3. American Coolair Corporation.
  4. Ammerman; Millennium Equipment.
  5. Breidert Air Products.
  6. Broan-NuTone LLC.
  7. Broan-NuTone LLC; NuTone Inc.
  8. Carnes Company.
  9. Central Blower Company.
  10. Delhi Industries Inc.
  11. Greenheck Fan Corporation.
  12. Hartzell Fan Incorporated.
  13. JencoFan.
  14. Loren Cook Company.
  15. PennBarry.
  16. Quietaire Inc.
  17. W.W. Grainger, Inc.; Dayton Products.
- B. Housing: Removable, spun-aluminum, dome top and outlet baffle; square, one-piece, aluminum base with venturi inlet cone.
1. Upblast Units: Provide spun-aluminum discharge baffle to direct discharge air upward, with rain and snow drains.
  2. Hinged Subbase: Galvanized-steel hinged arrangement permitting service and maintenance.
- C. Fan Wheels: Aluminum hub and wheel with backward-inclined blades.
- D. Belt Drives:
1. Resiliently mounted to housing.
  2. Fan Shaft: Turned, ground, and polished steel; keyed to wheel hub.
  3. Shaft Bearings: Permanently lubricated, permanently sealed, self-aligning ball bearings.
  4. Pulleys: Cast-iron, adjustable-pitch motor pulley.
  5. Fan and motor isolated from exhaust airstream.
- E. Accessories:
1. Bird Screens: Removable, 1/2-inch mesh, aluminum or brass wire.
  2. Motorized Dampers: Parallel-blade dampers mounted in curb base with electric actuator; wired to close when fan stops.
- F. Capacities and Characteristics: Refer to drawing schedules.

### 2.2 AXIAL ROOF VENTILATORS

- A. Manufacturers: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:
1. Acme Engineering & Manufacturing Corporation.

2. Aerovent; a division of Twin City Fan Companies, Ltd.
3. American Coolair Corporation.
4. Ammerman; Millennium Equipment.
5. Breidert Air Products.
6. Broan-NuTone LLC.
7. Carnes Company.
8. FloAire.
9. Greenheck Fan Corporation.
10. Hartzell Fan Incorporated.
11. JencoFan.
12. Loren Cook Company.
13. New York Blower Company (The).
14. PennBarry.
15. Stanley Fans.

B. Housing: Heavy-gage, removable, spun-aluminum, dome top and outlet baffle; square, one-piece, hinged, aluminum base.

1. Hinged Subbase: Galvanized-steel hinged arrangement permitting service and maintenance.

C. Fan Wheel: Steel hub and blades.

D. Belt Drives:

1. Resiliently mounted to housing.
2. Fan Shaft: Turned, ground, and polished steel; keyed to wheel hub.
3. Shaft Bearings: Permanently lubricated, permanently sealed, self-aligning ball bearings.
4. Pulleys: Cast-iron, adjustable-pitch motor pulley.

E. Accessories:

1. Bird Screens: Removable, 1/2-inch mesh, aluminum or brass wire.
2. Motorized Dampers: Parallel-blade dampers mounted in curb base with electric actuator; wired to close when fan stops.

F. Capacities and Characteristics: Refer to drawing schedules.

## 2.3 UPBLAST PROPELLER ROOF EXHAUST FANS

A. Manufacturers: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:

1. Acme Engineering & Manufacturing Corporation.
2. Aerovent; a division of Twin City Fan Companies, Ltd.
3. American Coolair Corporation.
4. Ammerman; Millennium Equipment.
5. Breidert Air Products.
6. Carnes Company.
7. Cincinnati Fan.
8. Greenheck Fan Corporation.
9. Hartzell Fan Incorporated.
10. JencoFan.
11. Loren Cook Company.
12. Madison Manufacturing.
13. New York Blower Company (The).
14. PennBarry.
15. Quietaire Inc.
16. Stanley Fans.

- B. Wind Band, Fan Housing, and Base: Reinforced and braced galvanized steel, containing galvanized-steel butterfly dampers and rain trough, motor and drive assembly, and fan wheel.
  - 1. Damper Rods: Steel with bronze bearings.
  - 2. Hinged Subbase: Galvanized-steel hinged arrangement permitting service and maintenance.
- C. Fan Wheel: Replaceable, cast -aluminum, airfoil blades fastened to cast-aluminum hub; factory set pitch angle of blades.
- D. Belt Drives:
  - 1. Resiliently mounted to housing.
  - 2. Weatherproof housing of same material as fan housing.
  - 3. Fan Shaft: Turned, ground, and polished steel; keyed to wheel hub.
  - 4. Shaft Bearings: Prelubricated and sealed, self-aligning, pillow-block-type ball bearings.
  - 5. Pulleys: Cast-iron, adjustable-pitch motor pulley.
  - 6. Motor Mount: On outside of fan cabinet, adjustable base for belt tensioning.
- E. Capacities and Characteristics: Refer to drawing schedules.

## 2.4 MOTORS

- A. Comply with NEMA designation, temperature rating, service factor, enclosure type, and efficiency requirements for motors specified in Section 230513.
  - 1. Motor Sizes: Minimum size as indicated. If not indicated, large enough so driven load will not require motor to operate in service factor range above 1.0.
- B. Enclosure Type: Totally enclosed, fan cooled.

## 2.5 SOURCE QUALITY CONTROL

- A. Certify sound-power level ratings according to AMCA 301, "Methods for Calculating Fan Sound Ratings from Laboratory Test Data." Factory test fans according to AMCA 300, "Reverberant Room Method for Sound Testing of Fans." Label fans with the AMCA-Certified Ratings Seal.
- B. Certify fan performance ratings, including flow rate, pressure, power, air density, speed of rotation, and efficiency by factory tests according to AMCA 210, "Laboratory Methods of Testing Fans for Aerodynamic Performance Rating." Label fans with the AMCA-Certified Ratings Seal.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Install power ventilators level and plumb.
- B. Secure roof-mounted fans to roof curbs with cadmium-plated hardware.
- C. Install units with clearances for service and maintenance.
- D. Label units according to requirements specified in Section 230553.

### 3.2 CONNECTIONS

- A. Drawings indicate general arrangement of ducts and duct accessories. Make final duct connections with flexible connectors. Flexible connectors are specified in Section 233300.



- B. Install ducts adjacent to power ventilators to allow service and maintenance.
- C. Ground equipment according to Section 260526.
- D. Connect wiring according to Section 260519.

### 3.3 FIELD QUALITY CONTROL

- A. Tests and Inspections:
  - 1. Verify that shipping, blocking, and bracing are removed.
  - 2. Verify that unit is secure on mountings and supporting devices and that connections to ducts and electrical components are complete. Verify that proper thermal-overload protection is installed in motors, starters, and disconnect switches.
  - 3. Verify that cleaning and adjusting are complete.
  - 4. Disconnect fan drive from motor, verify proper motor rotation direction, and verify fan wheel free rotation and smooth bearing operation. Reconnect fan drive system, align and adjust belts, and install belt guards.
  - 5. Adjust belt tension.
  - 6. Adjust damper linkages for proper damper operation.
  - 7. Verify lubrication for bearings and other moving parts.
  - 8. Verify that manual and automatic volume control and fire and smoke dampers in connected ductwork systems are in fully open position.
  - 9. Disable automatic temperature-control operators, energize motor and adjust fan to indicated rpm, and measure and record motor voltage and amperage.
  - 10. Shut unit down and reconnect automatic temperature-control operators.
  - 11. Remove and replace malfunctioning units and retest as specified above.
- B. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- C. Prepare test and inspection reports.

### 3.4 ADJUSTING

- A. Adjust damper linkages for proper damper operation.
- B. Adjust belt tension.
- C. Comply with requirements in Section 230593 for testing, adjusting, and balancing procedures.
- D. Replace fan and motor pulleys as required to achieve design airflow.
- E. Lubricate bearings.

END OF SECTION 233423

## SECTION 237413 - PACKAGED, OUTDOOR, CENTRAL-STATION AIR-HANDLING UNITS

### 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 packaged, outdoor, central-station air-handling units (rooftop units) less than or equal to 2000 CFM with the following components and accessories:
  - 1. Direct-expansion cooling.
  - 2. Heat-pump refrigeration components.
  - 3. Electric-heating coils.
  - 4. Outdoor- and return-air damper section.
  - 5. Integral, space temperature controls.
  - 6. Roof curbs.
- B. Related Sections include the following:
  - 1. Section 237433 "DEDICATED OUTDOOR-AIR UNITS" for outdoor equipment capable of conditioning 100 percent outdoor air.

#### 1.3 DEFINITIONS

- A. DDC: Direct-digital controls.
- B. ECM: Electrically commutated motor.
- C. Outdoor-Air Refrigerant Coil: Refrigerant coil in the outdoor-air stream to reject heat during cooling operations and to absorb heat during heating operations. "Outdoor air" is defined as the air outside the building or taken from outdoors and not previously circulated through the system.
- D. Outdoor-Air Refrigerant-Coil Fan: The outdoor-air refrigerant-coil fan in RTUs. "Outdoor air" is defined as the air outside the building or taken from outdoors and not previously circulated through the system.
- E. RTU: Rooftop unit. As used in this Section, this abbreviation means packaged, outdoor, central-station air-handling units. This abbreviation is used regardless of whether the unit is mounted on the roof or on a concrete base on ground.
- F. Supply-Air Fan: The fan providing supply air to conditioned space. "Supply air" is defined as the air entering a space from air-conditioning, heating, or ventilating apparatus.
- G. Supply-Air Refrigerant Coil: Refrigerant coil in the supply-air stream to absorb heat (provide cooling) during cooling operations and to reject heat (provide heating) during heating operations. "Supply air" is defined as the air entering a space from air-conditioning, heating, or ventilating apparatus.
- H. VVT: Variable-air volume and temperature.

#### 1.4 PERFORMANCE REQUIREMENTS

- A. Seismic Performance: RTUs shall withstand the effects of earthquake motions determined according to SEI/ASCE 7.
  - 1. The term "withstand" means "the unit will remain in place without separation of any parts from the device when subjected to the seismic forces specified."

#### 1.5 ACTION SUBMITTALS

- A. Product Data: Include manufacturer's technical data for each RTU, including rated capacities, dimensions, required clearances, characteristics, furnished specialties, and accessories.
- 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. Wiring Diagrams: Power, signal, and control wiring.
  - 2. Sequence of Operations: Provide unit operating sequences.

#### 1.6 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For RTUs to include in operation and maintenance manuals.

#### 1.7 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials described below that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
  - 1. Filters: One spare set of filters for each unit.

#### 1.8 QUALITY ASSURANCE

- A. ARI Compliance:
  - 1. Comply with ARI 210/240 and ARI 340/360 for testing and rating energy efficiencies for RTUs.
  - 2. Comply with ARI 270 for testing and rating sound performance for RTUs.
- B. ASHRAE Compliance:
  - 1. Comply with ASHRAE 15 for refrigeration system safety.
  - 2. Comply with ASHRAE 33 for methods of testing cooling and heating coils.
  - 3. Comply with applicable requirements in ASHRAE 62.1, Section 5 - "Systems and Equipment" and Section 7 - "Construction and Startup."
- C. ASHRAE/IESNA 90.1 Compliance: Applicable requirements in ASHRAE/IESNA 90.1, Section 6 - "Heating, Ventilating, and Air-Conditioning."
- D. NFPA Compliance: Comply with NFPA 90A and NFPA 90B.
- E. UL Compliance: Comply with UL 1995.
- F. 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.

## 1.9 WARRANTY

- A. Special Warranty: Manufacturer's standard form in which manufacturer agrees to replace components of RTUs that fail in materials or workmanship within specified warranty period.
  - 1. Warranty Period for Compressors: Manufacturer's standard, but not less than five years from date of Substantial Completion.
  - 2. Warranty Period for Control Boards: Manufacturer's standard, but not less than three years from date of Substantial Completion.

## PART 2 - PRODUCTS

### 2.1 Packaged, outdoor, central-station air-handling units (rooftop units) with horizontal and vertical discharge openings.

- A. Basis-of-Design Product: Subject to compliance with requirements, provide AAON RQ or comparable product by one of the following manufacturers:
  - 1. AAON, Inc.
  - 2. Addison Products Company.
  - 3. Carrier Corporation.
  - 4. Engineered Air.
  - 5. Daikin Applied
  - 6. Trane; American Standard Companies, Inc.
  - 7. YORK International Corporation.
- B. If proposed product requires revisions from the Contract Documents, Contractor to provide necessary modifications to engineer for review.

### 2.2 CASING

- A. General Fabrication Requirements for Casings: Formed and reinforced double-wall insulated panels, fabricated to allow removal for access to internal parts and components, with joints between sections sealed.
- B. Exterior Casing Material: Galvanized steel with factory-painted finish, with pitched roof panels and knockouts with grommet seals for electrical and piping connections and lifting lugs.
  - 1. Exterior Casing Thickness: 0.0626 inch thick.
- C. Inner Casing Fabrication Requirements:
  - 1. Inside Casing: Galvanized steel, 0.034 inch thick.
- D. Casing Insulation and Adhesive: Comply with NFPA 90A or NFPA 90B.
  - 1. Materials: ASTM C 1071, Type I.
  - 2. Thickness: 2 inch.
  - 3. Liner materials shall have air-stream surface coated with an erosion- and temperature-resistant coating.
- E. Condensate Drain Pans: Formed sections of stainless-steel sheet, a minimum of 2 inches deep, and complying with ASHRAE 62.1.
  - 1. Drain Connections: Threaded nipple.
- F. Airstream Surfaces: Surfaces in contact with the airstream shall comply with requirements in ASHRAE 62.1.

## 2.3 FANS

- A. Direct-Driven Supply-Air Fans: backward inclined, centrifugal; with permanently lubricated, ECM or variable speed NEMA Premium Efficient motor resiliently mounted in the fan inlet. Aluminum or painted-steel wheels, and galvanized- or painted-steel fan scrolls.
- B. Belt-Driven Supply-Air Fans: Double width, forward or backward curved, centrifugal; with permanently lubricated, ECM or variable speed NEMA Premium Efficient motor installed on an adjustable fan base resiliently mounted in the casing. Aluminum or painted-steel wheels, and galvanized- or painted-steel fan scrolls.
- C. Condenser-Coil Fan: Propeller, mounted on shaft of permanently lubricated motor.
- D. Relief-Air Fan: None Provide Barometric Damper.
- E. Fan Motor: Comply with requirements in Section 230513.

## 2.4 COILS

- A. Supply-Air Refrigerant Coil:
  - 1. Aluminum -plate fin and seamless copper tube in steel casing with equalizing-type vertical distributor.
  - 2. Condensate Drain Pan: Stainless steel formed with pitch and drain connections complying with ASHRAE 62.1.
- B. Outdoor-Air Refrigerant Coil:
  - 1. Aluminum -plate fin and seamless copper tube in steel casing with equalizing-type vertical distributor.
- C. Electric-Resistance Heating:
  - 1. Open Heating Elements: Resistance wire of 80 percent nickel and 20 percent chromium, supported and insulated by floating ceramic bushings recessed into casing openings, fastened to supporting brackets, and mounted in galvanized-steel frame. Terminate elements in stainless-steel machine-staked terminals secured with stainless-steel hardware.
  - 2. Overtemperature Protection: Disk-type, automatically reset, thermal-cutout, safety device; serviceable through terminal box.
  - 3. Overcurrent Protection: Manual-reset thermal cutouts, factory wired in each heater stage.
  - 4. Control Panel: Unit mounted with disconnecting means and overcurrent protection. Include the following controls:
    - a. SCR Controller: Pilot lights operate on load ratio, a minimum of five steps.
    - b. Time-delay relay.
    - c. Airflow proving switch.

## 2.5 REFRIGERANT CIRCUIT COMPONENTS

- A. Number of Refrigerant Circuits: Minimum One.
- B. Compressor: Hermetic scroll, mounted on vibration isolators; with internal overcurrent and high-temperature protection, internal pressure relief.
  - 1. Compressor Modulation: Variable Speed or Digital Scroll.
- C. Refrigeration Specialties:
  - 1. Refrigerant: R-410A.

2. Expansion valve with replaceable thermostatic element.
3. Manual-reset high-pressure safety switch.
4. Automatic-reset low-pressure safety switch.
5. Minimum off-time relay.
6. Automatic-reset compressor motor thermal overload.
7. Brass service valves installed in compressor suction and liquid lines.
8. Four-way reversing valve with a replaceable magnetic coil, thermostatic expansion valves with bypass check valves, and a suction line accumulator.

## 2.6 AIR FILTRATION

- A. Minimum arrestance according to ASHRAE 52.1, and a minimum efficiency reporting value (MERV) 13 according to ASHRAE 52.2.

## 2.7 DAMPERS

- A. Outdoor- and Return-Air Mixing Dampers: Parallel- or opposed-blade galvanized-steel dampers mechanically fastened to cadmium plated for galvanized-steel operating rod in reinforced cabinet. Connect operating rods with common linkage and interconnect linkages so dampers operate simultaneously.
  1. Damper Motor: Modulating with adjustable minimum position.
  2. Relief-Air Damper: Gravity actuated, as required by ASHRAE/IESNA 90.1, with bird screen and hood.

## 2.8 ELECTRICAL POWER CONNECTION

- A. Provide for single connection of power to unit with unit-mounted fused disconnect switch accessible from outside unit and control-circuit transformer with built-in overcurrent protection.

## 2.9 CONTROLS

- A. Electronic DDC Controller:
  1. Controller shall have volatile-memory backup.
  2. Safety Control Operation:
    - a. Smoke Detectors: Stop fan and close outdoor-air damper if smoke is detected. Provide additional contacts for alarm interface to fire alarm control panel.
    - b. Firestats: Stop fan and close outdoor-air damper if air greater than 130 deg. F enters unit. Provide additional contacts for alarm interface to fire alarm control panel.
    - c. Low-Discharge Temperature: Stop fan and close outdoor-air damper if supply air temperature is less than 40 deg. F.
    - d. Defrost Control for Condenser Coil: Pressure differential switch to initiate defrost sequence.
  3. Scheduled Operation: Occupied and unoccupied periods on seven-day clock with a minimum of two programmable periods per day.
  4. Unoccupied Period:
    - a. Heating Setback: 10 deg. F.
    - b. Cooling Setback: 10 deg. F.
    - c. Override Operation: Two hours.
  5. Supply Fan Operation:
    - a. Occupied Periods: Run fan continuously.
    - b. Unoccupied Periods: Cycle fan to maintain setback temperature.
  6. Refrigerant Circuit Operation:

- a. Occupied Periods: Cycle or stage compressors to match compressor output to heating or cooling load to maintain room temperature. Cycle or modulate condenser fans to maintain stable operation.
  - b. Unoccupied Periods: Cycle or modulate condenser compressors and condenser fans for heating and cooling to maintain setback temperature.
  - c. Switch reversing valve for heating or cooling mode on air-to-air heat pump.
- 7. Electric-Heating-Coil Operation:
  - a. Occupied Periods: Modulate coil to maintain room temperature.
  - b. Unoccupied Periods: Energize coil to maintain setback temperature.
  - c. Operate supplemental electric heating coil with compressor for heating with outdoor temperature below 25 deg. F.
- 8. Fixed Minimum Outdoor-Air Damper Operation:
  - a. Occupied Periods: Open 0 percent.
  - b. Unoccupied Periods: Close the outdoor-air damper.
- 9. Single Zone Variable Air Volume:
  - a. Provide variable discharge air temperature and variable airflow to maintain space temperature. The space temperature shall control the transition from heating to cooling. The system shall increase fan speed as the space temperature moves away from setpoint and decrease the fan speed as the temperature approaches setpoint.
- B. Interface Requirements for HVAC Instrumentation and Control System:
  - 1. Interface relay for scheduled operation.
  - 2. Interface relay to provide indication of fault at the central workstation and diagnostic code storage.
  - 3. Provide BACnet compatible interface for central HVAC control workstation for the following:
    - a. Adjusting set points.
    - b. Monitoring supply fan start, stop, and operation.
    - c. Inquiring data to include supply- and room-air temperature and humidity.
    - d. Monitoring occupied and unoccupied operations.
    - e. Monitoring constant and variable motor loads.
    - f. Monitoring variable-frequency drive operation.
    - g. Monitoring cooling load.
    - h. Monitoring air-distribution static pressure and ventilation air volume.

## 2.10 ACCESSORIES

- A. Duplex, 115-V, ground-fault-interrupter outlet with 15-A overcurrent protection. Include transformer if required.
- B. Hail guards of galvanized steel, painted to match casing.

## 2.11 ROOF CURBS

- A. Roof curbs with vibration isolators and wind or seismic restraints are specified in Section 230548.
- B. Materials: Galvanized steel with corrosion-protection coating, watertight gaskets, and factory-installed wood nailer; complying with NRCA standards.
  - 1. Curb Insulation and Adhesive: Comply with NFPA 90A or NFPA 90B.
    - a. Materials: ASTM C 1071, Type I or II.
    - b. Thickness: 2 inches.
  - 2. Application: Factory applied with adhesive and mechanical fasteners to the internal surface of curb.
    - a. Liner Adhesive: Comply with ASTM C 916, Type I.

- b. Mechanical Fasteners: Galvanized steel, suitable for adhesive attachment, mechanical attachment, or welding attachment to duct without damaging liner when applied as recommended by manufacturer and without causing leakage in cabinet.
- c. Liner materials applied in this location shall have air-stream surface coated with a temperature-resistant coating or faced with a plain or coated fibrous mat or fabric depending on service air velocity.
- d. Liner Adhesive: Comply with ASTM C 916, Type I.

C. Curb Height: 14 inches.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of RTUs.
- B. Examine roughing-in for RTUs to verify actual locations of piping and duct connections before equipment installation.
- C. Examine roofs for suitable conditions where RTUs will be installed.
- D. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION

- A. Roof Curb: Install on roof structure level and secure, according to NRCA's "Low-Slope Membrane Roofing Construction Details Manual," Illustration "Raised Curb Detail for Rooftop Air Handling Units and Ducts." Install RTUs on curbs and coordinate roof penetrations and flashing with roof construction. Secure RTUs to upper curb rail, and secure curb base to structural support with anchor bolts or welds.
- B. Unit Support: Install unit level on structural curbs. Coordinate wall penetrations and flashing with wall construction. Secure RTUs to structural support with anchor bolts.

### 3.3 CONNECTIONS

- A. Install condensate drain, minimum connection size, with trap and indirect connection to nearest roof drain or area drain.
- B. Duct installation requirements are specified in other HVAC Sections. Drawings indicate the general arrangement of ducts. The following are specific connection requirements:
  - 1. Install ducts to termination at top of roof curb.
  - 2. Remove roof decking only as required for passage of ducts. Do not cut out decking under entire roof curb.
  - 3. Connect supply ducts to RTUs with flexible duct connectors specified in Section 233300.
  - 4. Install return-air duct continuously through roof structure.

### 3.4 FIELD QUALITY CONTROL

- A. Manufacturer's Field Service: Engage a factory-authorized service representative to inspect, test, and adjust components, assemblies, and equipment installations, including connections. Report results in writing.



- B. Perform tests and inspections and prepare test reports.
  - 1. Manufacturer's Field Service: Engage a factory-authorized service representative to inspect components, assemblies, and equipment installations, including connections, and to assist in testing. Report results in writing.
- C. Tests and Inspections:
  - 1. After installing RTUs and after electrical circuitry has been energized, test units for compliance with requirements.
  - 2. Inspect for and remove shipping bolts, blocks, and tie-down straps.
  - 3. Operational Test: After electrical circuitry has been energized, start units to confirm proper motor rotation and unit operation.
  - 4. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- D. Remove and replace malfunctioning units and retest as specified above.

### 3.5 STARTUP SERVICE

- A. Engage a factory-authorized service representative to perform startup service.
- B. Complete installation and startup checks according to manufacturer's written instructions and do the following:
  - 1. Inspect for visible damage to unit casing.
  - 2. Inspect for visible damage to compressor, coils, and fans.
  - 3. Inspect internal insulation.
  - 4. Verify that labels are clearly visible.
  - 5. Verify that clearances have been provided for servicing.
  - 6. Verify that controls are connected and operable.
  - 7. Verify that filters are installed.
  - 8. Clean condenser coil and inspect for construction debris.
  - 9. Remove packing from vibration isolators.
  - 10. Inspect operation of barometric relief dampers.
  - 11. Verify lubrication on fan and motor bearings.
  - 12. Inspect fan-wheel rotation for movement in correct direction without vibration and binding.
  - 13. Adjust fan belts to proper alignment and tension.
  - 14. Start unit according to manufacturer's written instructions.
    - a. Start refrigeration system.
    - b. Do not operate below recommended low-ambient temperature.
    - c. Complete startup sheets and attach copy with Contractor's startup report.
  - 15. Inspect and record performance of interlocks and protective devices; verify sequences.
  - 16. Operate unit for an initial period as recommended or required by manufacturer.
  - 17. Calibrate thermostats.
  - 18. Adjust and inspect high-temperature limits.
  - 19. Inspect outdoor-air dampers for proper stroke and interlock with return-air dampers.
  - 20. Start refrigeration system and measure and record the following when ambient is a minimum of 15 deg. F above return-air temperature:
    - a. Coil leaving-air, dry- and wet-bulb temperatures.
    - b. Coil entering-air, dry- and wet-bulb temperatures.
    - c. Outdoor-air, dry-bulb temperature.
    - d. Outdoor-air-coil, discharge-air, dry-bulb temperature.
  - 21. Inspect controls for correct sequencing of heating, mixing dampers, refrigeration, and normal and emergency shutdown.
  - 22. Measure and record the following minimum and maximum airflows. Plot fan volumes on fan curve.
    - a. Supply-air volume.

- b. Return-air volume.
  - c. Relief-air volume.
  - d. Outdoor-air intake volume.
- 23. Simulate maximum cooling demand and inspect the following:
  - a. Compressor refrigerant suction and hot-gas pressures.
  - b. Short circuiting of air through condenser coil or from condenser fans to outdoor-air intake.
- 24. Verify operation of remote panel including pilot-light operation and failure modes. Inspect the following:
  - a. Low-temperature safety operation.
  - b. Filter high-pressure differential alarm.
  - c. Economizer to minimum outdoor-air changeover.
  - d. Relief-air fan operation.
  - e. Smoke and firestat alarms.
- 25. After startup and performance testing and prior to Substantial Completion, replace existing filters with new filters.

### 3.6 CLEANING AND ADJUSTING

- A. After completing system installation and testing, adjusting, and balancing RTU and air-distribution systems, clean filter housings and install new filters.

### 3.7 DEMONSTRATION

- A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain RTUs.

END OF SECTION 23 74 13

## SECTION 23 74 33 - DEDICATED OUTDOOR-AIR UNITS

### 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 factory-packaged outdoor units capable of supplying up to 100 percent outdoor air and providing cooling and heating.

#### 1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product. Include rated capacities, operating characteristics, and furnished specialties and accessories.
- B. Shop Drawings:
  - 1. Include plans, elevations, sections, and attachment details.
  - 2. Include details of equipment assemblies. Indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
    - a. Include diagrams for power, signal, and control wiring.
    - b. Sequence of Operations: Provide unit operating sequences.

#### 1.4 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For units to include in operation and maintenance manuals.

#### 1.5 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
  - 1. Fan Belts: One spare set for each belt-driven fan.
  - 2. Filters: One spare set for each unit.

#### 1.6 WARRANTY

- A. Special Warranty: Manufacturer agrees to replace components of units that fail in materials or workmanship within specified warranty period.
  - 1. Warranty Period for Compressors: Five years from date of Substantial Completion.

### PART 2 - PRODUCTS

#### 2.1 Packaged Outdoor Dedicated Outdoor-Air Units with Energy Recovery

- A. Basis-of-Design Product: Subject to compliance with requirements, provide AAON RN Air-cooled Heat Pump or comparable product by one of the following manufactures:
  - 1. AAON.
  - 2. Addison.
  - 3. Daikin Applied
  - 4. Desert Aire.

5. Engineered Air.
6. Trane
7. Valent
8. YORK International Corporation.

- B. If proposed product requires revisions from the Contract Documents, Contractor to provide necessary modifications to engineer for review

## 2.2 PERFORMANCE REQUIREMENTS

- A. General Fabrication Requirements: Comply with requirements in ASHRAE 62.1, Section 5 - "Systems and Equipment," and Section 7 - "Construction and System Start-up."
- B. Seismic Performance: Units shall withstand the effects of earthquake motions determined according to ASCE/SEI 7.
  1. The term "withstand" means "the unit will remain in place without separation of any parts when subjected to the seismic forces specified and the unit will be fully operational after the seismic event."
- C. Cabinet Thermal Performance:
  1. Maximum Overall U-Value: Comply with requirements in ASHRAE/IESNA 90.1.
  2. Include effects of metal-to-metal contact and thermal bridges in the calculations.
- D. Cabinet Surface Condensation:
  1. Cabinet shall have additional insulation and vapor seals if required to prevent condensation on the interior and exterior of the cabinet.
  2. Portions of cabinet located downstream from the cooling coil shall have a thermal break at each thermal bridge between the exterior and interior casing to prevent condensation from occurring on the interior and exterior surfaces. The thermal break shall not compromise the structural integrity of the cabinet.
- E. Maximum Cabinet Leakage: 1 percent of the total supply-air flow at a pressure rating equal to the fan shut-off pressure.
- F. Cabinet Deflection Performance:
  1. Walls and roof deflection shall be within 1/240 of the span at the design working pressure equal to the fan shut-off pressure. Deflection limits shall be measured at any point on the surface.
  2. Floor deflections shall be within 1/300 of the span considering the worst-case condition caused by the following:
    - a. Service personnel.
    - b. Internal components.
    - c. Design working pressure defined for the walls and roof.
- G. Electrical components, devices, and accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- H. Capacities and Characteristics: Refer to drawing schedules.

## 2.3 CABINET

- A. Construction: double wall.
- B. Exterior Casing Material: Galvanized steel with paint finish.

- C. Interior Casing Material: Galvanized steel.
- D. Lifting and Handling Provisions: Factory-installed shipping skids and lifting lugs.
- E. Base Rails: Galvanized-steel rails for mounting on steel as indicated.
- F. Access for Inspection, Cleaning, and Maintenance: Comply with requirements in ASHRAE 62.1.
  - 1. Service Doors: Hinged access doors with gaskets. Material and construction of doors shall match material and construction of cabinet in which doors are installed.
- G. Roof: Standing seam or membrane; sloped to drain water.
- H. Floor: Reinforced, metal surface; reinforced to limit deflection when walked on by service personnel. Insulation shall be below metal walking surface.
- I. Cabinet Insulation:
  - 1. Thickness: 2 inches.
  - 2. Insulation Adhesive: Comply with ASTM C 916, Type I.
  - 3. Mechanical Fasteners: Suitable for adhesive, mechanical, or welding attachment to casing without damaging liner and without causing air leakage when applied as recommended by manufacturer.
- J. Condensate Drain Pans:
  - 1. Shape: Rectangular, with 2 percent slope in at least two planes to direct water toward drain connection.
  - 2. Size: Large enough to collect condensate from cooling coils including coil piping connections, coil headers, and return bends.
    - a. Length: Extend drain pan downstream from leaving face to comply with ASHRAE 62.1.
    - b. Depth: A minimum of 2 inches deep.
  - 3. Material: Stainless-steel sheet.
  - 4. Drain Connection:
    - a. Located on one end of pan, at lowest point of pan.
    - b. Terminated with threaded nipple.
    - c. Minimum Connection Size: [NPS 1]
  - 5. Units with stacked coils shall have an intermediate drain pan to collect condensate from top coil.
- K. Surfaces in Contact with Airstream: Comply with requirements in ASHRAE 62.1 for resistance to mold and erosion.

## 2.4 SUPPLY FAN

- A. Forward or Backward Curved Fan Type: Centrifugal; statically and dynamically balanced.
  - 1. Fan Wheel Material: steel, mounted on solid-steel shaft.
  - 2. Bearings: Pillow-block bearings rated L<sub>50</sub> for 200,000 hours and having external grease fittings.
- B. Plenum Fan Type: Single width, non-overloading, with backward-inclined or airfoil blades.
  - 1. Fan Wheel Material: Aluminum or steel; attached directly to motor shaft.
  - 2. Fan Wheel Drive and Arrangement: Direct drive, AMCA Arrangement 4.
  - 3. Fan panel and frame Material: Powder-coated steel, stainless steel, or aluminum.
  - 4. Fan Enclosure: Easily removable enclosure around rotating parts.
  - 5. Fan Balance: Precision balance fan below 0.08 inch/s at design speed with filter in.

- C. Service Factor for Belt Drive Applications: V-belt drive with matching fan pulley and adjustable motor sheaves and belt assembly with minimum 1.5 service factor.
- D. Motors:
  - 1. Comply with NEMA designation, temperature rating, service factor, and efficiency requirements for motors specified in Section 230513.
  - 2. Enclosure: Open drip proof.
  - 3. Efficiency: Premium efficient.
- A. Mounting: Fan wheel, motor, and drives shall be mounted to fan casing with restrained spring isolators for housed fans or elastomeric isolators for direct drive plenum fans.

B.

## 2.5 COOLING COILS

- A. Capacity Ratings: Comply with ASHRAE 33 and ARI 410 and coil bearing the ARI label.
- B. Coil Casing Material: Aluminum.
- C. Tube Material: Copper.
- D. Tube Header Material: Copper.
- E. Fin Material: Aluminum.
- F. Fin and Tube Joints: Mechanical bond.
- G. Leak Test: Coils shall be leak tested with air underwater.
- H. Refrigerant Coil Suction and Distributor Header Materials: Seamless copper tube with brazed joints.

## 2.6 REFRIGERATION SYSTEM

- A. Comply with requirements in ASHRAE 15, "Safety Standard for Refrigeration Systems."
- B. Refrigerant Charge: Factory charged with refrigerant and filled with oil.
- C. Compressors: Scroll compressors with integral vibration isolators, internal overcurrent and overtemperature protection, internal pressure relief, and crankcase heater if required for stable operation.
  - 1. Compressor Modulation: Variable Speed or Digital Scroll
- D. Refrigerant: R-410A.
  - 1. Classified as Safety Group A1 according to ASHRAE 34.
  - 2. Provide unit with operating charge of refrigerant.
- E. Refrigeration System Specialties:
  - 1. Refrigerant: R-410A.
  - 2. Expansion valve with replaceable thermostatic element.
  - 3. High-pressure switch.
  - 4. Low-pressure switch.
  - 5. Thermostat for coil freeze-up protection during low ambient temperature operation or loss of air.

6. Brass service valves installed in discharge and liquid lines.
  7. Four-way reversing valve with a replaceable magnetic coil, thermostatic expansion valves with bypass check valves, and a suction line accumulator.
- F. Capacity Control:
1. Compressor Modulation: Variable Speed or Digital Scroll
  2. Hot-gas modulating reheat control for continuous dehumidification and reheat at design cooling.
- G. Refrigerant condenser and reheat condenser coils:
1. Capacity Ratings: Complying with ASHRAE 33 and ARI 410 and coil bearing the ARI label.
  2. Tube Material: Copper.
  3. Fin Material: Aluminum.
  4. Fin and Tube Joint: Mechanical bond.
  5. Leak Test: Coils shall be leak tested with air underwater.
- H. Condenser Fan Assembly:
1. Fans: Direct-drive propeller type with statically and dynamically balanced fan blades.
  2. Fan Motors:
    - a. Comply with NEMA designation, temperature rating, service factor, and efficiency requirements for motors specified in Section 230513.
    - b. Motor Enclosure: Totally enclosed air over (TEAO) enclosure.
  3. Compressor motor and condenser coil fan motor low ambient lockout.
  4. Overcurrent protection for compressor motor.
  5. Head pressure control as required for stable operation throughout heating and cooling range.
- I. Controls:
1. Provide Refrigerant only supervisory controls. Controls shall include all necessary alarms, safeties, and associated supervisory controls to properly manage the operation, health, and warranty of the refrigerant system. These controls shall include but are not limited to the following:
    - a. All refrigerant system compressor safeties for minimum runtime, compressor starts per hour, and high- and low-pressure switches.
    - b. Refrigerant system head pressure control and outdoor coil defrost controls.
    - c. A terminal strip to accept analogue and digital inputs and outputs for unit control connection to the building automation system.
- J. Filters: MERV-13
- 2.7 ELECTRIC-RESISTANCE HEATING COIL
- A. UL Compliance: Comply with requirements in UL 1995, "Heating and Cooling Equipment."
- B. Electric-Resistance Heating Elements:
1. Open-Coil Resistance Wire: 80 percent nickel and 20 percent chromium.
  2. Supports and Insulation: Floating ceramic bushings recessed into casing openings; fastened to supporting brackets and mounted in galvanized-steel frame.

3. Heating Capacity: Low density 35 W per sq. in., factory wired for single-point wiring connection; with time delay for element staging and overcurrent- and overheat-protection devices.
4. Controls:
  - a. Blower-motor interlock, air-pressure switch.
  - b. SCR Controller: Pilot lights operate on load ratio, a minimum of five steps.
  - c. Time delay between steps.

## 2.8 OUTDOOR-AIR INTAKE HOOD

- A. Type: Manufacturer's standard hood or louver.
- B. Materials: Match cabinet.
- C. Bird Screen: Comply with requirements in ASHRAE 62.1.
- D. Configuration: Designed to inhibit wind-driven rain and snow from entering unit.

## 2.9 FILTERS

- A. Disposable Panel Filters:
  1. Comply with NFPA 90A.
  2. Factory-fabricated, viscous-coated, flat-panel type.
- B. Mounting Frames:
  1. Panel filters arranged for flat or angular orientation, with access doors on both sides of unit. Filters shall be removable from one side or from access plenum.
  2. Galvanized or stainless steel with gaskets and fasteners, suitable for bolting together into built-up filter banks.

## 2.10 ELECTRICAL POWER CONNECTIONS

- A. General Electrical Power Connection Requirements: Factory-installed and -wired switches, motor controllers, transformers, and other necessary electrical devices shall provide a single-point field power connection to unit.
- B. Enclosure: NEMA 250, Type 3R, mounted in unit with hinged access door in unit cabinet having a lock and key or padlock and key,
- C. Wiring: Numbered and color-coded to match wiring diagram.
- D. Wiring Location: Install factory wiring outside an enclosure in a raceway.
- E. Power Interface: Factory-Mounted Fused Disconnect Switch or circuit breaker.
- F. Factory Wiring: Branch power circuit to each motor and to controls with one of the following disconnecting means:
  1. NEMA KS 1, heavy-duty, fusible switch with rejection-type fuse clips rated for fuses. Select and size fuses to provide Type 2 protection according to IEC 60947-4-1.
  2. UL 489, motor-circuit protector (circuit breaker) with field-adjustable, short-circuit trip coordinated with motor locked-rotor amperes.
- G. Factory-Mounted, Overcurrent-Protection Service: For each motor.



- H. Transformer: Factory mounted with primary and secondary fuses and sized with enough capacity to operate electrical load plus spare capacity.
- I. Controls: Factory wire unit-mounted controls where indicated.
- J. Receptacle: Factory wire unit-mounted, ground fault interrupt (GFI) duplex receptacle and weatherproof cover.

## 2.11 ACCESSORIES

- A. Duplex, 115-V, ground-fault-interrupter outlet with 15-A overcurrent protection. Include transformer if required.
- B. Hail guards of galvanized steel, painted to match casing.
- C. Smoke Duct Detector
- D. UV Refrigerant Coil Cleaning with door mounted safety disconnect.
- E. Head Pressure control system.
- F. Variable Speed Drive for Supply Fan.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Examine roughing-in for piping, ducts, and electrical systems to verify actual locations of connections before equipment installation.
- C. Examine equipment supports for suitable conditions where units will be installed.
- D. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION

- A. Comply with manufacturer's rigging and installation instructions for unloading units and moving to final locations.
- B. Curb Support:
  - 1. Install and secure units on structural supports.
  - 2. Coordinate size, installation, and structural capacity of equipment supports, and roof penetrations. These items are displayed on the drawings.
  - 3. Coordinate size, location, and installation of equipment supports with roof Installer.
- C. Install wall- and duct-mounted sensors field installation. Install control wiring and make final connections to control devices and unit control panel.
- D. Install separate devices furnished by manufacturer and not factory installed.
- E. Install new filters at completion of equipment installation and before testing, adjusting, and balancing.

- F. Install drain pipes from unit drain pans to roof gutter.
  - 1. Pipe Size: Same size as condensate drain pan connection.

### 3.3 CONNECTIONS

- A. Where installing piping adjacent to units, allow space for service and maintenance.
- B. Duct Connections:
  - 1. Comply with requirements in Section 233113.
  - 2. Drawings indicate the general arrangement of ducts.
  - 3. Connect ducts to units with flexible duct connectors. Comply with requirements for flexible duct connectors in Section 233300.
- C. Electrical Connections: Comply with requirements for power wiring, switches, and motor controls in electrical Sections.
  - 1. Install electrical devices furnished by unit manufacturer but not factory mounted.

### 3.4 STARTUP SERVICE

- A. Engage a factory-authorized service representative to perform startup service.
  - 1. Complete installation and startup checks according to manufacturer's written instructions.
  - 2. Inspect units for visible damage to refrigerant compressor, condenser and evaporator coils, and fans.
  - 3. Start refrigeration system when outdoor-air temperature is within normal operating limits and measure and record the following:
    - a. Cooling coil leaving-air, dry- and wet-bulb temperatures.
    - b. Cooling coil entering-air, dry- and wet-bulb temperatures.
    - c. Condenser coil entering-air dry-bulb temperature.
    - d. Condenser coil leaving-air dry-bulb temperature.
  - 4. Simulate maximum cooling demand and inspect the following:
    - a. Compressor refrigerant suction and hot-gas pressures.
    - b. Short-circuiting of air through outside coil or from outside coil to outdoor-air intake.
  - 5. Inspect casing insulation for integrity, moisture content, and adhesion.
  - 6. Verify that clearances have been provided for servicing.
  - 7. Verify that controls are connected and operable.
  - 8. Verify that filters are installed.
  - 9. Clean coils and inspect for construction debris.
  - 10. Inspect outdoor-air dampers for proper stroke and interlock with return-air dampers.
  - 11. Verify operational sequence of controls.
  - 12. Measure and record the following airflows. Plot fan volumes on fan curve.
    - a. Supply-air volume.
    - b. Return-air flow.
    - c. Outdoor-air flow.
- B. After startup, change filters, verify bearing lubrication, and adjust belt tension.
- C. Remove and replace components that do not properly operate and repeat startup procedures as specified above.
- D. Prepare written report of the results of startup services.

### 3.5 ADJUSTING

- A. Adjust initial temperature and humidity set points.

- B. Set field-adjustable switches and circuit-breaker trip ranges as indicated.

### 3.6 DEMONSTRATION

- A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain units.

END OF SECTION 237433

## 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 SCOPE

- A. The requirements of this section are applicable to all work performed under Division 26 – Electrical

#### 1.3 COORDINATION

- A. It is the intent of the Electrical Division of these Specifications that all electrical work specified herein be coordinated as required with the work of all other Divisions of the Specifications and Drawings so that all installations shall operate as designed.
- B. Provide a complete operational electrical system. Route conduit and install equipment to avoid conflicts with other trades and to enhance maintainability of system.
- C. All construction work shall be carried on in a manner so as not to interfere with operation of the Owner's facilities.
- D. The Owner intends to make continued use of existing facilities. Utilities and services to existing facilities shall not be interrupted without the Owner's approval as to the time and duration. The Owner will continue to occupy the existing facilities throughout the construction operations, and the Contractor shall so organize his work as to cause a minimum of interference with the normal routine activities of the facilities. All interruptions shall be scheduled at the convenience of the Owner.
- E. The Contractor shall coordinate his work so there shall be no prolonged interruptions of existing equipment and all interruptions of utilities must be scheduled with the Owner. In no case shall any utilities be left disconnected at the end of a work day or over the weekend.
- F. Any interruptions of any utilities either intentionally or accidentally shall not relieve the Contractor responsible from repairing and restoring the utility to normal service. Repairs and restoration shall be made before the workmen responsible for the repair and restoration leave the job on the day such interruptions occur.
- G. The Contractor's area for construction shall be as shown on the Drawings.
- H. The Contractor shall maintain access to the Owner's facilities during construction by keeping clear the drives in the construction area. Any blockage of the drives shall be scheduled with the Owner.
- I. This project will involve several contractors in addition to this Contractor. There may also be contractors not associated with this project working in the vicinity.
- J. This Contractor shall cooperate fully with the other contractors in the conduct of the work. Such cooperation with regard to work schedules, area of work, etc., is to be a normal part of this type of project and no extra compensation will be allowed for it.

#### 1.4 DEFINITIONS

- A. Concealed: Where the word “concealed” is used in conjunction with raceways, equipment, and the like, the word shall be understood to mean hidden from sight as in chases, furred spaces, or above suspended ceilings.
- B. Exposed: Where the word “exposed” is used, the word shall be understood to mean open to view.
- C. Provide: Where the word "provide" is used, in the Specifications or on the Drawings, it shall mean "furnish and install" unless otherwise noted or specified.
- D. Related Work: The sections referenced under RELATED SECTIONS shall be understood to include provisions which directly affect the work being specified in the section where RELATED SECTIONS occurs.
- E. The Work: Where the words “the Work” are used together, they shall be understood to mean the work under contract that is governed by these Specifications and the Drawings.

#### 1.5 SUBMITTALS

- A. The Contractor shall submit to the Engineer for approval, prior to fabrication and in accordance with the procedures outlined in Section 013300 – Submittals, all submittals as required by each Section in this Division of these Specifications.
- B. Each submittal shall be properly identified as to the specific equipment to which it relates. Identification on the submittal shall be by reference to equipment identification numbers as shown on the Drawings and, if applicable, by reference to the appropriate Article of the Specifications in which the equipment is specified.
- C. Shop drawings, brochures, or manufacturer's product data sheets showing more than one size or model shall be marked to indicate the size or model proposed for the particular application.
- D. All submittals shall be certified by the Contractor as being correct for the proposed work.
- E. Submittals in the form of shop drawings shall include complete data on the equipment to be provided, including physical dimensions and other information required for installation, performance capabilities and limitations, and schedules indicating locations when more than one type of an item is to be used.
- F. Prior to submittal, shop drawings shall be coordinated with the work of all other trades.
- G. Any and all submittals that do not comply with all of the above requirements will be rejected and returned without review.
- H. Provide operating instructions and maintenance manuals in accordance with Section 013300 – Submittals, Section 007213 – General Conditions and 007300 – Supplementary Conditions.

#### 1.6 RECORD (AS-BUILT) DRAWINGS

- A. The Contractor shall update a complete set of the construction drawings, shop drawings and schedules of all work daily by marking changes, and at the completion of their work (prior to submission of request for final payment) note all changes and turn the set over to the Construction Representative in accordance with Section 007213 – General Conditions. The updates shall show all addenda, all field changes that were made to adapt to field conditions, changes resulting from

contract changes or supplemental instructions, and all locations or structures. All concealed items both inside and outside shall be accurately located and referenced to permanent features such as interior or exterior wall faces and dimensions shall be given in a neat and legible manner in a contrasting colored pencil or ink. If approved by the Engineer, an electronic file format may be provided.

- B. No deviations from the Contract Drawings or approved shop drawings shall be made without prior approval from the Engineer or Construction Representative.

## 1.7 REFERENCE STANDARDS

- A. Included as a basic part of these Specifications are the applicable regulations of the standards listed below. Portions of all of certain recognized industry or association standards referred to herein as being a requirement of these Specifications shall be considered as binding as though reproduced in full herein. Unless otherwise stated, the reference standard shall be the latest edition of the standard which is current as of the date of issuance of the Contract Documents. Where conflicts exist from one code to another, the more stringent requirement shall apply.
- B. Referenced Codes and Standards constitute minimum requirements and strict compliance is required therewith unless supplemented and/or modified by more stringent requirements in these Specifications.
- C. Reference may be made to standards either by full name or by letter designation as follows:

|     |       |  |
|-----|-------|--|
| 1.  | ACI   | American Concrete Institute                                    |
| 2.  | AEIC  | Association of Edison Illuminating Companies                   |
| 3.  | AHDGA | American Hot Dip Galvanizers Association, Inc.                 |
| 4.  | AISC  | American Institute of Steel Construction                       |
| 5.  | ANSI  | American National Standards Institute                          |
| 6.  | ASA   | American Standards Association                                 |
| 7.  | ASTM  | American Society for Testing & Materials                       |
| 8.  | AWS   | American Welding Society                                       |
| 9.  | BOCA  | Building Officials and Code Administrators International, Inc. |
| 10. | CBM   | Certified Ballast Manufacturer's Association                   |
| 11. | CSA   | Canadian Standards Association                                 |
| 12. | EEI   | Edison Electric Institute                                      |
| 13. | EIA   | Electronics Industries Association                             |
| 14. | ETL   | Electrical Testing Laboratories, Inc.                          |
| 15. | FMRC  | Factory Mutual Research Corp                                   |
| 16. | IACS  | International Annealed Copper Standard                         |
| 17. | IBC   | International Building Code                                    |
| 18. | IBEW  | International Brotherhood of Electrical Workers                |
| 19. | ICC   | International Code Council                                     |
| 20. | ICEA  | Insulated Cable Engineers Association                          |
| 21. | IEC   | International Electrotechnical Commission                      |
| 22. | IEEE  | Institute of Electrical and Electronics Engineers              |
| 23. | IESNA | Illuminating Engineering Society of North America              |
| 24. | IFC   | International Fire Code  |
| 25. | ISA   | The Instrumentation, Systems, and Automation Society           |
| 26. | JIC   | Joint Industrial Council                                       |
| 27. | NBFU  | National Board of Fire Underwriters                            |
| 28. | NEC   | National Electrical Code (NFPA 70)                             |
| 29. | NECA  | National Electrical Contractors Association                    |

|     |      |  |
|-----|------|--|
| 30. | NEMA | National Electrical Manufacturers Association  |
| 31. | NFPA | National Fire Protection Association   |
| 32. | NIST | National Institute of Standards and Technology<br>(formerly National Bureau of Standards, NBS) |
| 33. | OSHA | Occupational Safety and Health Administration  |
| 34. | UL   | Underwriters' Laboratories, Inc.   |

#### 1.8 REGULATORY LAWS, ORDINANCES, CODES AND STANDARDS

- A. The governing federal, state, and local laws, codes and standards in effect at the project site constitute the minimum requirements for all electrical work, and strict compliance therewith is required unless supplemented and/or modified by more stringent requirements of the Contract Documents.
- B. All work under this Contract shall be performed in full compliance with the 2014 edition of the National Electrical Code (NEC) NFPA-70.
- C. The Contractor shall keep a copy of the 2014 NEC on the project site for his reference at all times.
- D. Requirements in reference specifications and standards are a minimum for equipment, material, and work. In instances where capacities, size, or other features of equipment, devices, or materials exceed these minimums, meet specified or scheduled capacities.
- E. Resolve code interpretations discovered in Contract Documents with Engineer prior to Contract award. After Contract award, make corrections or additions necessary for compliance with applicable codes.

#### 1.9 CONTRACT DRAWINGS

- A. Included under Section 000115 – List of Drawings of these Specifications are the Drawings which indicate in general the character, arrangement, and construction of equipment and materials called for in these Specifications.
- B. Drawings are generally diagrammatic and are intended to encompass a system that will not interfere with the structural and architectural design of the building. Coordinate work to avoid interferences between conduit, equipment, architectural, and structural work.
- C. Coordinate with architectural and structural features, trim and millwork details, and install equipment in cabinets or other special areas as directed by Engineer.
- D. Drawings are based on equipment specified. Make adjustments, modifications, or changes required, due to use of other equipment.

#### 1.10 WORKMANSHIP

- A. All work shall be done under the supervision of the Contractor who shall provide competent foremen to lay out all work. All work shall be laid out with due regard for proper working clearances about electrical equipment in accordance with NEC Article 110 and the space requirements of other contractors. The Contractor shall immediately report to the Construction Representative any conflict or difficulties with regard to the installation.
- B. The Contractor shall be completely responsible for all work installed by him and shall employ only competent and experienced personnel of proper trades to perform the work.

- C. All work shall be installed so as to be accessible for operation, maintenance, adjustment, replacement, and repair with particular attention given to locating controls and other items requiring periodic lubrication, cleaning, adjusting, or servicing of any kind.
- D. Local disconnect switches, control stations, conduit drops, panelboards, enclosed switches, variable-frequency motor controllers, electrical enclosures, etc. shall be located so as not to interfere with access required for the necessary service and operation of equipment and shall meet the working clearance requirements of Article 110 of the National Electrical Code.

## PART 2 - PRODUCTS

### 2.1 MATERIALS AND EQUIPMENT

- A. Only NEW, clean and perfect equipment, apparatus, materials, and supplies of latest design and manufacture shall be incorporated in the work in order to assure an electrical system of high quality.
- B. All materials shall be new, shall be installed according to manufacturer's specifications or as directed by the Engineer, and shall be listed and labeled by Underwriters' Laboratories, Inc. (UL) or other nationally recognized testing laboratory.
- C. All materials and equipment furnished under these Specifications shall be standard products of the various manufacturers except where special construction or performance features are called for. Where more than one of the specific items is required, all shall be of the same type and by the same manufacturer.
- D. The product of a manufacturer shall be acceptable only when that product complies with or is modified as necessary to comply with all specified and indicated requirements in the Contract Documents.
- E. Materials and equipment not herein specified or indicated as to manufacturer but necessary for complete functioning systems shall be provided from sources conforming to the quality levels and functional requirements for corresponding materials and equipment set forth herein.

### 2.2 MANUFACTURER'S EQUIPMENT NAMEPLATES

- A. All equipment shall have factory applied permanent nameplates indicating the manufacturer's name, model and serial numbers, and any other data necessary to conform to specified requirements.

### 2.3 PAINTING AND FINISHES

- A. All purchased equipment shall have a factory applied standard finish of the manufacturer's standard color unless otherwise specified.
- B. Finishes which are marred during shipping, handling, or installation shall be touched up by the Contractor to match the original finish.

### 2.4 EQUIPMENT TAGGING

- A. All equipment and materials shipped under these Specifications shall be properly tagged with the name of the item, name of the project and project address, and shall bear the Contractor's name.



## PART 3 - EXECUTION

### 3.1 SCOPE OF THE WORK

- A. The Contractor shall provide all labor, materials, equipment, tools, supervision, and services required for the complete installation of all electrical work as shown on the Drawings and described in these Specifications.
- B. The work under Divisions 26 of the Specifications includes, but is not limited to, the following items:
  - 1. Demolition of existing power and branch circuit conductors, cables, raceways, boxes, and equipment
  - 2. Demolition of existing fire alarm cables, raceways, boxes, and devices
  - 3. Disconnection, handling, relocation and/or reconnection of existing equipment and electric power and rerouting of existing circuits and feeders as required and as shown on the Drawings
  - 4. Removal and disposal off site of the existing equipment and materials to be removed
  - 5. All feeder and branch circuit wiring and raceways
  - 6. Grounding and bonding
  - 7. Junction and pull boxes
  - 8. Overcurrent protective device coordination study and arc flash hazard analysis
  - 9. Circuit breaker panelboard
  - 10. Wiring devices and cover plates
  - 11. Fuses and circuit breakers
  - 12. Enclosed switches
  - 13. Variable-frequency motor controllers
  - 14. All motor power and control circuit wiring and raceways and motor control components
  - 15. Interior lighting fixtures and lamps
  - 16. Fire alarm circuits cabling, raceways, boxes and devices
- C. All building automation system control wiring, raceways and equipment for control of new mechanical equipment is covered under Division 23 – Heating, Ventilating and Air Conditioning.
- D. The Contractor shall furnish and install all power wiring required to properly operate all new mechanical equipment.

### 3.2 SHIPMENT AND DELIVERY

- A. The Contractor shall be responsible for the furnishing and safe delivery of all materials and equipment required for the project and for the safekeeping of all material and equipment until final acceptance by the Construction Representative.
- B. The Contractor shall be responsible for protecting all electrical equipment intended exclusively to function indoors. Such equipment must be stored indoors and protected against exposure to or accumulation of dust, moisture, freezing, flooding, corrosion or other form of damage. The Contractor shall clean and restore damaged finishes as required to place the installation in a "like new" condition before acceptance by the Owner.

### 3.3 SAFETY MEASURES

- A. The Contractor shall arrange his work in such a manner that a minimum of interference will be experienced with the operations of the Owner or with traffic, both pedestrian and vehicular, either in the vicinity of or on the project site.

- B. The blocking of thoroughfares shall be kept to a minimum and shall be coordinated with the Construction Representative and authorities have jurisdiction.
- C. The Contractor shall comply with the U.S. Department of Labor-Occupational Safety and Health Administration (OSHA) - Occupational Safety and Health Standards, all local and state public safety regulations and provide such safety measures as signs, signals, road blocks, safety lights, railings, guards, temporary walkways, crossings and similar safety equipment as may be required for the adequate protection of the public, the Owner's personnel, workmen engaged on the project, and property.

#### 3.4 WORK VERIFICATION AND FIELD MEASUREMENTS

- A. The Contractor shall verify the voltage, phase, full-load current and exact location of all electrical equipment before rough-in.
- B. The Contractor shall note that the configuration and dimensions of actual equipment may vary from that shown on the Drawings depending on the equipment supplied. The Contractor shall be responsible for making the necessary modifications to connecting conduit, bases, etc. required by the equipment supplied.
- C. All dimensions and clearances affecting the installation of work shall be verified at the project site in relation to established datum, to existing items and conditions, and to the work of other trades.
- D. The Contractor shall assume responsibility for proper installation of materials in the space available.
- E. The location of all equipment and systems shall be coordinated to preclude interferences with other construction.
- F. Should interferences occur which will necessitate deviations from layout or dimensions shown on the Drawings, the Construction Representative and/or Engineer shall be notified, and any changes shall be approved before proceeding with the Work.
- G. Where crowded locations exist and where there is a possibility of conflict between the trades, the Contractor shall make composite drawings showing the exact locations of the items in question (pipes, ducts, conduits, equipment, etc.). Drawings shall be based on actual measurements, after consultation and agreement between the trades, and shall be approved by the Engineer before installation of the Work.
- H. The Contractor shall provide all necessary offsets, raises or drops in conduits and fixtures as required by existing conditions at no additional cost to the Owner.
- I. The location of all items shall be obtained from the Drawings. The Construction Representative and/or the Engineer shall be allowed to relocate any item within a 10-foot radius from the scaled location on the plans without additional cost to the Owner, provided this is done prior to or during rough-in and before finish installation.

#### 3.5 ELECTRICAL WORK DEMOLITION AND RELOCATION OF EXISTING EQUIPMENT

- A. See Section 260505 – “Selective Demolition for Electrical” in these Specifications.

### 3.6 MOUNTING HEIGHTS

- A. Unless otherwise indicated elsewhere in these Specifications or Drawings, mounting heights of wiring devices and equipment shall be in accordance with the following schedule.
- B. The following item mounting heights shall be above finish floor/work platform to the horizontal centerline of the item.

| <u>Item</u>   | <u>Mounting Height</u> |
|---|------------------------|
| 1. Toggle switches                                      | 4 feet 0 inches        |
| 2. Digital time switches                                | 4 feet 0 inches        |
| 3. Receptacles (mechanical rooms and unfinished spaces) | 4 feet 0 inches        |

- C. The following item mounting heights shall be above finish floor/work platform to the top of the item.

| <u>Item</u>  | <u>Mounting Height</u> |
|--|------------------------|
| 1. Enclosed switches   |                        |
| a. 30-60-100A  | 5 feet 6 inches        |
| b. 200A and larger   | 6 feet 0 inches        |
| 2. Panelboards (less than 5'-8½" enclosure height)   | 6 feet 0 inches        |
| 3. Variable-frequency motor controllers  | 5 feet 6 inches        |
| a. Up to 7½ hp, 208V and 15 hp, 460V   | 5 feet 6 inches        |
| b. 10 to 25 hp, 208V and 20 to 40 hp, 460V   | 6 feet 0 inches        |
| c. Over 25 hp, 208V and 40 hp, 460V  | 6 feet 6 inches        |
| d. For equipment mounted above suspended ceilings, locate VFD above the suspended ceiling near the equipment as indicated on the Drawings. |                        |

- D. Any item 5 feet 8-1/2 inches high and larger shall be floor mounted on a 3-1/2 inch high concrete equipment pad, unless otherwise indicated.
- E. With the exception of enclosed switches or VFDs for equipment mounted above a suspended ceiling, any item containing a disconnect switch or circuit breaker that is used as a switch shall be mounted in such a way as for the center of the grip of the operating handle of the switch or circuit breaker, when in its highest position, is not more than 6 feet, 7 inches above the floor or working platform, including the height of the housekeeping pad if one is installed.

### 3.7 FASTENING TO BUILDING STRUCTURES

- A. The methods of attaching or fastening equipment, equipment supports, raceways, or hangers to building structures shall be subject to approval by the Construction Representative at all times.
- B. Support of electrical equipment and raceways shall be provided in accordance with Section 260529 – Hangers and Supports for Electrical Equipment.

### 3.8 CUTTING, PATCHING AND REPAIRING

- A. The Contractor shall be responsible for all cutting required for and resulting from the installation of his work, except where noted otherwise. The Contractor shall patch and repair the holes and restore the surface finish.
- B. The Contractor shall place sleeves for conduits that must pass through foundations, walls, and slabs ahead of concrete pouring. Failing in this, the Contractor shall do the necessary cutting and sealing thereafter in an approved manner.
- C. Under no circumstances shall any structural members, load bearing walls, building columns or footings be cut without first obtaining written permission from the Engineer.
- D. Cutting and patching shall be executed in accordance with Section 017329 – Cutting and Patching.

### 3.9 ELECTRICAL TESTS

- A. The Contractor shall, after the installation is completed, visually inspect all items to ascertain that each item is not damaged and is in proper working condition, and shall test all circuits and demonstrate to the satisfaction of the Construction Representative and/or Engineer, the following:
  - 1. That all power and control circuits are continuous and free from short circuits and unspecified grounds.
  - 2. That the resistance to ground of all ungrounded circuits operating below 600 volts is 50 megohms or greater at a test voltage of 1000 VDC.
  - 3. That all circuits are properly connected to the correct phase and in accordance with the Drawings and applicable wiring diagrams. Circuits shall be numbered as shown on the Drawings and connected to equalize the loading on all phases.
  - 4. That all circuits and equipment are operable. Demonstration shall include the proper functioning and operation of each unit to the Owner's satisfaction, and the continuous operation of all power circuits for not less than 24 hours.
  - 5. That all equipment requiring calibration and adjustment has been properly calibrated and adjusted in accordance with its intended function and the manufacturer's recommendations.
  - 6. That all equipment and systems function properly.
  - 7. That the phasing sequence and synchronization is the same throughout the entire electrical system. The Contractor shall be responsible for the correct phase rotation on all motors and devices. Any item that is damaged as a result of improper rotation or phasing shall be replaced by the Contractor at no additional cost to the Owner.
- B. All tests shall be made after notification to and in the presence of the Construction Representative and/or Engineer and the authorities having jurisdiction, if required.
- C. The cost of labor, materials, instruments and supplies of any kind required for testing shall be borne by the Contractor.
- D. Before starting up any system, each piece of equipment comprising a part of the system shall be checked for proper lubrication, drive rotation, continuity of controls, and any other condition which could cause damage to equipment or endanger personnel.
- E. Test runs shall be made over the full design load range where possible, or simulated to the satisfaction of the Construction Representative for other conditions. During test runs all necessary adjustments shall be made, controls checked for proper operation, motors checked

for possible overload, and the entire system checked by the Contractor for any abnormal condition.

- F. During the test runs and prior to acceptance of any system, the Owner's designated operating personnel shall be instructed in the operation and maintenance of the system.
- G. Material and equipment damaged or shown to be defective during tests, unable to perform at design or rated capacity, or not in accordance with the Specifications shall be repaired or replaced by the Contractor to the full satisfaction of the Construction Representative at no cost to the Owner.

### 3.10 START UP

- A. All systems shall be completely assembled, tested, adjusted and demonstrated to be ready for operation to the satisfaction of the Construction Representative.
- B. The Contractor shall provide qualified personnel to perform start up assistance and final acceptance testing of all equipment after it has been completely installed and is ready to be energized, prior to applying voltage.
- C. The Contractor shall be responsible for the operation and maintenance, including all costs thereof, for systems or equipment temporarily placed in operation for testing and adjusting purposes, or for the convenience or necessity of the Contractor prior to final acceptance by the Owner.
- D. The Contractor shall instruct the Owner's operating personnel in the operation and maintenance of the electrical equipment during energization but prior to acceptance by the Owner.

### 3.11 TEMPORARY POWER

- A. Adequate lighting shall be maintained in the areas of construction at all times. The Contractor shall provide, maintain, and remove temporary lighting, one (1) 100 W lamp minimum for every 100 square feet as required.
- B. Obtain temporary power from source designated by Construction Representative. Provide temporary transformer, 208Y/120V, and load center with 120 VAC, 20A ground fault circuit interrupter receptacles if/as required.
- C. All temporary power and lighting shall be in compliance with the NEC and applicable OSHA regulations and shall be maintained and removed by the Contractor when no longer required.

END OF SECTION

## SECTION 260505 – SELECTIVE DEMOLITION 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 DESCRIPTION OF WORK

- A. Furnish all materials, labor, equipment and services necessary to perform all electrical demolition work.
- B. Work included in this Section includes all demolition work as shown on the Electrical Drawings and as specified herein and as required to complete the Work.

#### 1.3 RELATED SECTIONS

- A. Section 260500 – Common Work Results for Electrical

#### 1.4 DEFINITIONS

- A. Demolish: Completely remove and legally dispose of off-site.
- B. Existing to Remain: Existing items of construction that are not to be permanently removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.
- C. Recycle: Recovery of demolition waste for subsequent processing in preparation for reuse.
- D. Remove: Detach items from existing construction and legally dispose of them off-site unless indicated to be removed and salvaged or removed and reinstalled.
- E. Remove and Reinstall: Detach items from existing construction, prepare for reuse, and reinstall where indicated.
- F. Salvage: Carefully detach from existing construction, in a manner to prevent damage, and deliver to Owner. Include fasteners or brackets needed for reattachment elsewhere.

#### 1.5 QUALITY ASSURANCE

- A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Standards: Comply with ANSI A10.6 and NFPA 241, latest editions.
- C. Prior to beginning demolition, arrange a conference with the Construction Representative to review electrical demolition scope, procedures, schedule and items to be salvaged for the Owner.

## 1.6 PROJECT CONDITIONS

- A. Owner will occupy building during construction. Localized areas to be demolished will be vacated during demolition work. Conduct selective electrical demolition so Owner's operations will not be disrupted.
- B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
- C. Notify Construction Representative of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- D. Hazardous Materials: No known hazardous materials are present in the building are to be selectively demolished.
  - 1. If materials suspected of containing hazardous materials are encountered, do not disturb: immediately notify Engineer and Construction Representative.
- E. On-site storage or sale of removed items or materials is not permitted.
- F. Utility Service: Maintain electrical service to building during selective electrical demolition operations.
  - 1. Disconnect electrical power only to the items of equipment or the panelboard that is identified for removal under the selective electrical demolition operations.

## 1.7 WARRANTY

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

## 1.8 MATERIALS OWNERSHIP

- A. Except for items or materials to be reused, salvaged, reinstalled or otherwise indicated to remain the Owner's property, demolished materials shall become the Contractor's property and shall be removed from the site with further disposition at the Contractor's option but in compliance with ordinances and regulations related to the materials being disposed.

## 1.9 COORDINATION

- A. Arrange demolition schedule so as not to interfere with Owner's on-site operations and the operations of adjacent occupied buildings.
- B. Review and finalize selective electrical demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
- C. Review requirements of General Demolition Contractor and work performed by other trades that rely on demolition of electrical circuitry or equipment to allow for structural demolition or removal of equipment.
- D. Review areas where existing electrical circuitry and/or equipment is to remain in place and requires protection.

## PART 2 - PRODUCTS (NOT USED)

## PART 3 - EXECUTION

### 3.1 EXAMINATION & RECORDING OF CONDITIONS

- A. Verify that utilities have been disconnected and capped before starting selective electrical demolition operations.
- B. Survey existing conditions and coordinate and identify the extent of the electrical demolition work required. Record existing conditions using preconstruction photographs.
- C. Inventory and record the condition of items to be removed and reinstalled and items to be removed and salvaged. Use photographs to document conditions.
- D. When unanticipated site, mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Construction Representative and Engineer.
- E. Perform surveys as the work progresses to detect hazards resulting from the execution of the work.

### 3.2 COORDINATION

- A. No electrical demolition work shall be performed without prior approval of the Construction Representative.
- B. Electrical demolition work shall be carried on in a manner so as not to interfere with operation of the Owner's facilities.
- C. Any electrical demolition work which interferes with Owner's operation shall be scheduled with the Construction Representative and be subject to the Owner's approval.
- D. Maintain existing services required to avert disruption to the Owner's on-going operations and protect them against damage during the performance of the work.
- E. Do not interrupt existing electrical service to occupied facilities except when authorized in writing by the Construction Representative.
- F. Provide temporary electrical service during interruptions to existing electrical systems, as acceptable to the Construction Representative.
- G. Unless noted otherwise, provide not less than two weeks notice to the Owner if shutdown of electrical service is required during the execution of the work.
- H. The Contractor shall not remove any material beyond the limits indicated on the Drawings unless given permission to do so by the Construction Representative. Any such material removed shall be replaced by the Contractor at his expense. If the items removed are damaged and/or cannot be satisfactorily reinstalled, new material of like construction shall be furnished and installed by the Contractor at his expense.
- I. All damages to buildings and utilities to remain in place shall be promptly repaired at no cost to the Owner. Repairs and restoration of accidental utility interruptions shall be made before the



workmen responsible for the repair and restoration leave the job on the day such interruptions occur.

### 3.3 PREPARATION

- A. Site Access and Temporary Controls: Conduct selective electrical demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
- B. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
- C. Temporary Shoring: Provide and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
- D. Existing building openings may be used to remove material. No new openings may be made without approval of the Construction Representative.

### 3.4 PROTECTION

- A. Comply with governing laws, codes, and regulations governing fire protection and environmental protection during electrical demolition operations.
- B. Provide dust control and ventilation as required in areas of electrical demolition.
- C. Execute electrical demolition work, so as to insure adjacent areas against damage which might occur from falling debris or other causes; do not interfere with the use of, operations in, or around adjacent areas; maintain free and safe passage of persons around the areas of electrical demolition.
- D. Provide temporary handrail, barricades, floor plates, etc. as required to provide protection for open elevated platforms, holes, etc. created by the electrical demolition work.
- E. Premises shall be maintained and protected from all unsafe or hazardous conditions at all times.
- F. Protect existing surfaces, active utility services, and equipment which are to remain in place.
- G. Protect lighting fixtures, exit signs, fire alarm devices, wireless routers, and cellular phone boosters that are to remain in place from damage during demolition and construction operations. Exposed fixtures and devices shall have a plastic bag or other suitable covering affixed over the item to protect from dust and paint splatters.

### 3.5 DUST CONTROL

- A. Contractor shall use temporary enclosures and other suitable methods as necessary to limit the amount of dust and dirt carrying over to other parts of the Owner's property.
- B. Adequacy of the dust control methods shall be subject to the approval of the Construction Representative.

- C. Areas of major electrical demolition inside the Owner's property shall be enclosed by means of temporary walls constructed of wood framing with plywood or 6 mil polyethylene sheets.
- D. Temporary enclosures shall be removed by the Contractor upon completion of the electrical demolition work unless otherwise directed by the Construction Representative.

### 3.6 ELECTRICAL DEMOLITION - GENERAL

- A. Remove all work indicated on the Drawings and as required to complete the new work indicated.
- B. During electrical demolition operations, keep areas adjacent to electrical demolition work free of dust and debris.
- C. During electrical demolition operations, if suspected hazardous materials or conditions are uncovered, stop work in that area, and inform the Construction Representative.
- D. At concealed spaces, such as hollow walls, ducts, and pipe interiors, verify condition and contents of hidden space before starting electrical demolition operations.
- E. Neatly cut openings and holes plumb, square and true to dimensions, required.
- F. Use cutting methods least likely to damage construction to remain or adjoining construction.
- G. To minimize disturbance of adjacent surfaces, use hand or small power tools designed for sawing or grinding, not hammering and chopping. Temporarily cover openings to remain.
- H. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
- I. Do not use cutting torches until work area is cleared of flammable materials.
- J. Maintain portable fire-suppression devices during flame-cutting operations.
- K. Contractor shall take care when using a torch to cut steel welded or bolted to structural members so as to cut flush with but not damage the structural members.
- L. All hanger and support material for demolished piping and conduit shall be removed back to the primary structural support member. Grind connection to primary member smooth and touch up with paint to match adjacent surface.
- M. All elevated equipment and materials to be demolished shall be carefully lowered (not dropped) by means of temporary riggings. Contractor shall not overload any elements of existing structure during the rigging operation.
- N. Locate selective electrical demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
- O. Dispose of demolished items and materials promptly.

### 3.7 ELECTRICAL DEMOLITION

- A. Protect existing electrical equipment and installations indicated to remain. If damaged or disturbed in the course of the Work, remove damaged portions and install new products of equal capacity, quality and functionality.
- B. The Contractor shall use caution in the demolition of electrical systems and shall inform himself of the status (active, inactive) of all electrical systems to be demolished prior to proceeding.
- C. Prior to breaking or cutting conduit within the demolition area, the Contractor shall ascertain that the system has been identified or shown on the Drawings to be wrecked under this Contract. Contact the Construction Representative for clarification prior to demolishing or wrecking questionable items.
- D. The Contractor shall remove, cap and/or relocate equipment, outlets, lighting fixtures, conduit, wire, etc., as specified or as shown on the Drawings and as may become necessary because of existing field conditions at no additional cost to Owner.
- E. All existing lighting fixtures, switches, receptacles, outlets, etc., shall be removed as required to complete the work and blank covers provided over the outlets, unless otherwise noted.
- F. All concealed conduit for circuits which are partially or completely abandoned may remain in place. Remove all wiring for concealed circuits that are to be completely abandoned and cut and remove concealed conduit 2 inches below the surface of adjacent construction. Cap conduits and patch surface to match existing finish and fire rating. Exposed conduit for abandoned circuits shall be removed, unless otherwise noted.
- G. Exposed conduit containing circuits which are to be retained shall remain in place, unless otherwise indicated or required.
- H. Wiring for existing circuits which must be rerouted, or which are partially abandoned, shall be reconnected to service the outlets/loads remaining on the circuit.
- I. All wiring for a circuit which is to be removed or abandoned shall be removed back to the panel which supplied the circuit.
- J. Completely remove all hangers and supports to building structure. Grind off stubs without damaging parent material (steel, concrete, etc.) and touch up paint as required.
- K. All abandoned or remaining empty conduit with open ends resulting from demolition work shall be promptly capped, plugged, or sealed.
- L. All open conduit knockouts, holes or unused hubs in electrical boxes and enclosures shall be properly plugged with suitable blanking devices that maintain the NEMA rating of the box or enclosure.

### 3.8 PATCHING

- A. All holes or openings in floors, walls or ceilings resulting from electrical demolition shall be properly sealed with material similar to the adjacent surface/finish. Patch holes in concrete floors and ceilings where conduits are removed using non-shrink epoxy grout or concrete material to match existing surfaces and construction. Patch holes in walls and partitions where conduits are removed to match existing construction and finish.

- B. All rough edges of openings created by electrical demolition shall be promptly patched to create a finished surface.
- C. Openings in concrete shall be patched with cement mortar.
- D. Openings in masonry shall be patched by toothing in masonry units to match existing.
- E. Maintain the fire rating of all floors, walls, partitions and ceilings when patching.

### 3.9 REMOVED AND SALVAGED ITEMS

- A. Carefully remove and clean salvaged items.
- B. Pack or crate items after cleaning. Identify contents of containers.
- C. Store items in a secure area until delivery to Owner.
- D. Transport items to Owner's storage area as directed by Construction Representative.
- E. Protect items from damage during transport and storage.

### 3.10 REMOVED AND REINSTALLED ITEMS

- A. Carefully remove items to be reinstalled.
- B. Clean and repair items to functional condition adequate for intended reuse. Paint equipment to match new equipment.
- C. Pack or crate items after cleaning and repairing. Identify contents of containers.
- D. Protect items from damage during transport and storage.
- E. Reinstall items in locations indicated.
- F. Comply with installation requirements for new materials and equipment.
- G. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.
- H. If the items removed are damaged and/or cannot be satisfactorily reinstalled, new material of like construction shall be furnished and installed by the Contractor at his expense.

### 3.11 EXISTING ITEMS TO REMAIN

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

### 3.12 DISPOSAL

- A. All debris resulting from electrical demolition operations shall become the property of the Contractor and shall be removed daily from the Owner's property unless otherwise permitted by the Construction Representative.
- B. Storage of removed materials on site will not be permitted.
- C. Sale of removed materials on-site will not be permitted.
- D. Transport demolished materials off Owner's property and dispose of legally in accordance with Federal, State, and local laws and regulations.
- E. Upon completion of work, remove tools, materials, apparatus, and rubbish. Leave area clean, neat, and orderly.

### 3.13 CLEANING

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective electrical demolition operations.
- B. Return adjacent areas to condition existing before selective electrical demolition operations began.

### 3.14 HAZARDOUS MATERIALS

- A. The Owner, to the best of his knowledge, has removed known hazardous materials.
- B. Should the Contractor discover additional material requiring removal which is suspected to contain hazardous materials, do not disturb.
- C. Contact and consult with the Construction Representative prior to proceeding. The Construction Representative shall direct the Contractor how to proceed.

END OF SECTION 2605

## 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 SCOPE

- A. The Contractor shall furnish and install all conductors, wiring, and cables as specified herein and as shown on the Drawings.

#### 1.3 RELATED SECTIONS

- A. Section 260500 – Common Work Results for Electrical
- B. Section 260526 – Grounding and Bonding for Electrical Systems
- C. Section 260533 – Raceways and Boxes for Electrical Systems
- D. Section 260553 – Identification for Electrical Systems
- E. Section 260583 – Wiring Connections

#### 1.4 SUBMITTALS

- A. Manufacturer's product data sheets shall be submitted for each of the following items:
  - 1. 600-volt building wire
  - 2. 600-volt shielded instrumentation cable
- B. Submit test report indicating results for copper wire and cable continuity and resistance testing.

### PART 2 - PRODUCTS

#### 2.1 GENERAL

- A. All cable and wire shall have copper conductors; aluminum shall not be substituted nor permitted.
- B. All conductors shall be new, shall be approved and listed by Underwriters' Laboratories, Inc., (UL), shall bear UL identification, and shall have been manufactured within six months from date of the Contract. If requested by the Engineer, the Contractor shall supply authenticated data from the wire manufacturer stating the manufacturing date of the wire.
- C. All wire sizes are expressed in American Wire Gauge (AWG) or in circular mils. Unless otherwise indicated, all conductors shall have 90°C rated insulation (wet or dry). The current rating of all conductor sizes shall be calculated using the correction factors and ambient temperature adjustment factors in NEC Article 310-15(B) but under no circumstance shall exceed the values listed in the 60°C temperature column of the tables for circuits 100 amps and below or the 75°C temperature column for circuits over 100 amps.

- D. Conductors for all branch circuits and feeders shall be color coded in accordance with the National Electrical Code (NEC) and correctly phased throughout the electrical system.

## 2.2 600-VOLT BUILDING WIRE

- A. All conductors for lighting and power systems, including equipment grounding conductors and single conductor control wiring shall be copper, 600-volt, single conductor building wire.
  - 1. Conductor: ASTM B3, annealed copper. Conductor sizes 12 and 10 AWG shall be solid, 8 AWG and larger and 14 AWG single conductor control wiring shall be stranded per ASTM B8. Minimum conductor size shall be 12 AWG except for single conductor control wiring which shall be 14 AWG.
  - 2. Insulation: 600-volt, heat and moisture resistant, Gasoline and Oil Resistant I and II, polyvinyl chloride (PVC) per UL Standard 83; thickness per UL Standard 83.
  - 3. Jacket: A tough nylon jacket shall be applied directly over the insulation per UL Standard 83.
  - 4. Temperature Rating, Continuous Use: 90°C wet or dry locations.
  - 5. UL Listed: Type THHN-THWN-2.
  - 6. Testing: All cables shall be tested in accordance with the applicable requirements of UL Standard 83.
  - 7. Certification: All cables shall be certified to be in conformance with all applicable requirements of UL Standard 83.
  - 8. Identification: Surface printing on the cable shall show manufacturer's name, conductor size and metal, voltage rating, UL symbol, insulation type and color per NEC Article 310-110 – Conductor Identification and Section 260553 – Identification for Electrical Systems.
  - 9. Manufacturer: BICC General Cable Company, Aetna Insulated Wire Company, Southwire Company or approved equal.
- B. Leads to lighting fixtures and other special equipment shall be as recommended or supplied by the fixture or equipment manufacturer and as shown on the Drawings or as required by applicable codes.

## 2.3 600-VOLT SHIELDED INSTRUMENTATION CABLE

- A. Shielded instrumentation cable, with shielded twisted pairs; 600-volt rated conforming to ICEA S-73-532/NEMA WC57.
  - 1. Conductors: ASTM B3 AND B8; bare, annealed copper, Class B stranded conforming to ICEA S-73-532/NEMA WC57, size 18 AWG or 16 AWG as indicated on the Drawings. Where no size is indicated use size 16 AWG.
  - 2. Insulation: 600-volt, flame-retardant, polyvinyl chloride (PVC) with clear polyamide (nylon) per ICEA S-73-532/NEMA WC57; minimum thickness: 15 mils PVC and 4 mils nylon per ICEA S-73-532/NEMA WC57 Table 3-1. Color coding shall be by Method 1 per ICEA S-73-532/WC57 Appendix E using color-pigmented compounds. One (1) black and one (1) white conductor. When multiple pairs are used, group identification shall be by printed numbers on one conductor of each pair in consecutive order.
  - 3. Pair Shield: Aluminized polymer or aluminized polyester tape with a tinned stranded copper drain wire. Shields to be isolated from all other assemblies.
  - 4. Cable Shield: Aluminized polymer or aluminized polyester tape with a tinned stranded copper drain wire
  - 5. Jacket: Lead-free, flame-retardant, sunlight resistant polyvinyl chloride (PVC) per ICEA S-73-532/NEMA WC57 Section 4, Paragraph 4.2 with thickness per ICEA S-73-532/NEMA WC57, Table 4-1

6. Identification: Surface printing on the cable shall show the manufacturer's name, insulation type, jacket type, number of pairs, size of conductors, voltage rating, and numbered footage markers.
7. Temperature: Cable shall be suitable for continuous use at 90°C dry, 75°C wet (ICEA S-73-532/NEMA WC57, Section 3, Paragraph 3.4.6)
8. Testing: All cables shall be tested in accordance with the applicable requirements of ICEA S-73-532/NEMA WC57 and IEEE 383.
9. Certification: All cables shall be certified to be in conformance with all applicable requirements of ICEA S-73-532/NEMA WC57 and IEEE 383.
10. Manufacturer: General Cable Company Type VNTC or approved equal by Belden, Dekoron or Okonite

## 2.4 600-VOLT CONNECTIONS AND TERMINATIONS

- A. Provide connections and terminations for 600-volt wire and cable in accordance with Section 260583 – Wiring Connections.

## 2.5 CABLE PULLING LUBRICANT

- A. Cable pulling lubricant shall be compatible with all cable jackets. The lubricant shall be UL Listed. The lubricant shall contain no greases, silicones, or polyalkylene glycol oils or waxes.
- B. A 200-gram sample of the lubricant, when placed in a one-foot, split metal conduit and fully dried for 24 hours at 105°C, shall not spread a flame more than three inches beyond a point of ignition at a continued heat flux of 40 KW/M<sup>2</sup>. Total time of test shall be one-half hour.
- C. Cable pulling lubricant shall meet the following minimum specifications:
  1. Lubricity at 200 lbs/ft Normal Pressure:
    - a. PVC or XLP jacketed cable/PVC conduit  
Coefficient of dynamic friction.....≤ 0.15
    - b. PVC or XLP jacketed cable/HDPE duct  
Coefficient of dynamic friction.....≤ 0.15
  2. Percent Non-Volatile Solids.....≤ 5.5%
  3. Temperature Use Range.....20°F to 110°F
  4. pH.....≥ 6.5, ≤ 9.0
  5. Flammability.....No Flash Point
  6. Polyethylene Stress Cracking.....None/ASTM D1693
  7. Temperature Stability:
    - a. < 10% change in Brookfield viscosity from 40°F to 100°F  
No separation after five freeze/thaw cycles or 24 hour exposure at 120°F
- D. Cable pulling lubricant shall be:
  1. POLYWATER® J
  2. 3M WL
  3. Approved equal by Ideal



## PART 3 - EXECUTION

### 3.1 GENERAL

- A. Store all conductors and cable indoors, protected from moisture.
- B. Provide homerun conductors of continuous length without joint or splice from overcurrent protective device to first load termination point.
- C. Provide power feeder conductors of continuous length without joint or splice for their entire length.
- E. Conductors shall be continuous from source to destination without splices or taps in conduit runs, except where indicated on the Drawings to compensate for voltage drop or where required to prevent excessive pulling tension or sidewall pressure on wire or cable. Submit all proposed splice locations to the Engineer for approval prior to pulling wire and cable. Where permitted, splices shall be mechanically strong and have an insulation value equal to the wire or cable being spliced. All splices and taps shall be contained within NEC sized junction boxes meeting the requirements of Section 260533 – Raceways and Boxes for Electrical Systems.
- D. All conductors and cables shall be in a raceway (conduit, duct, etc.) approved by the Engineer, unless otherwise indicated.
- E. Install conductors and cable with adequate bending radius in accordance with the National Electrical Code and the conductor and cable manufacturer's recommendations:
  - 1. Greater than six (6) times the conductor and cable outside diameter for 600-volt and below wire and cable.
- F. Swab the inside of conduit and raceways to insure they are dry and clean before conductors or cables are pulled. Care shall be exercised in pulling to avoid damage to the conductors or cables. Pull all conductors into a conduit at the same time. An approved type of wire pulling lubricant, UL Listed for the application, shall be used.
- G. All conductors and cables shall be installed directly from reels or coils. Conductors and cables shall not be pulled along the ground or subjected to treatment that may cause abrasion or other damage to conductor and cable insulation.
- H. Use pulling means; including fish tape, cable, rope, and basket weave wire/cable grips that do not damage the conductor, cable or raceway.
- I. All conductors and cables shall be installed as recommended by the manufacturer. The manufacturer's recommended maximum pulling tension and minimum bending radius shall be adhered to during installation. Utilize the necessary guides, pulleys, sleeves, and pulling aids to prevent abrasion and damage to the conductors or cables during installation. Monitor pulling tensions and associated sidewall pressures to prevent damage to conductors and cables.
- J. Neatly train and lace wiring inside boxes, panelboards, and switchboards. Provide supplemental structural members and materials as required to support wire and cable without transmitting strain to connection points. Wire and cable shall be supported at 2-foot intervals as a minimum.
- K. Group and tie single conductors of a circuit together at a minimum of 2-foot intervals in boxes, panelboards, and switchboards.

- L. Remove and discard conductors and cables cut too short or installed in wrong raceway. Do not install conductors or cables which have been removed from a raceway.
- M. Do not install conductors or cables in conduit which contains wiring already in place.
- N. Do not exceed NEC limits on conduit fill.
- O. Conductors terminating in outlet or device boxes shall have at least 8 inches of free conductor left inside the box.
- P. All lighting and convenience receptacle branch circuit home runs over 75 feet in length shall be size 10 AWG (minimum) unless otherwise indicated on the Drawings.
- Q. Conductors for lighting and power shall not be smaller than size 12 AWG except wire supplied with equipment by the equipment manufacturer. Conductors for control wiring shall not be smaller than size 14 AWG unless otherwise indicated.
- R. Leads to lighting fixtures and special equipment shall be as recommended or supplied by the equipment manufacturer and as shown on the Drawings or as required by the applicable codes.

### 3.2 WIRING SEGREGATION

- A. Isolate and segregate power wiring circuits from control and instrumentation wiring circuits in conduit runs, boxes, panels, and equipment.
- B. Isolate and segregate lighting and convenience receptacle wiring circuits from power, control, and instrumentation wiring in conduit and boxes.
- C. Run power conductors with equipment ground conductor in a separate dedicated conduit from variable-frequency motor controller to each motor controlled by the drive.
- D. Isolate control wiring circuits from instrumentation wiring circuits in conduit runs and boxes.
- E. In boxes, provide isolation and segregation by rigid conduit chase through box interior or continuous metal dividers of same material as the box.

### 3.3 WIRING CONNECTIONS AND TERMINATIONS

- D. Provide connections and terminations for 600-volt wire and cable in accordance with Section 260583 – Wiring Connections.

### 3.4 FIELD QUALITY CONTROL

- A. General:
  - 1. Testing shall be performed in the presence of Construction Representative. Contractor must provide 48 hours notice prior to conducting tests.
  - 2. Prepare a test report upon completion of testing activities. Report format shall include the following information:
    - a. Summary of test results
    - b. Test equipment summary (model number, accuracy, calibration date)
    - c. Test personnel names and sign-offs
    - d. Completed data sheets

- e. Test log and observations
  - f. Certificate of Compliance
- B. Inspect wire and cable for physical damage and proper connection.
- C. Torque test conductor connections and terminations to manufacturer's recommended values.
- D. Perform continuity tests.
- E. Perform and record results of megger tests for each phase and neutral conductor for each feeder. Include actual recorded megaohm value for each conductor of each feeder in the feeder conductor insulation test report.
- F. Provide testing for connections and terminations for 600-volt wire and cable in accordance with Section 260583 – Wiring Connections in conjunction with the testing specified herein.

END OF SECTION 260519

## SECTION 260526 – GROUNDING AND BONDING 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 SCOPE

- A. The Contractor shall furnish, install and test the grounding systems as specified herein and as shown on the Drawings.

#### 1.3 RELATED SECTIONS

- A. Section 260500 – Common Work Results for Electrical
- B. Section 260519 – Low-Voltage Electrical Power Conductors and Cables
- C. Section 260533 – Raceways and Boxes for Electrical Systems
- D. Section 260583 – Wiring Connections
- E. Section 262416 – Panelboards

### PART 2 - PRODUCTS

#### 2.1 GROUNDING CONDUCTORS

- A. All grounding conductors shall be insulated, stranded copper, and unless otherwise indicated, shall meet the same specifications, in accordance with Section 260519 – Low-Voltage Electrical Power Conductors and Cables, as the accompanying circuit conductors.
- B. Aluminum shall not be substituted for copper in grounding conductors.

#### 2.2 GROUNDING CONNECTORS

- A. Grounding conductor connections to equipment frames, equipment enclosures, and equipment ground lugs shall be made using corrosion resistant compression, bolted, or split-bolt connections. Bolts for equipment ground lugs shall be copper alloy terminal with a twin clamping element. Bolts for equipment enclosures shall be silicon bronze with lock washers. Use products by Burndy Corp., O-Z/Gedney, or approved equal.

### PART 3 - EXECUTION

#### 3.1 GENERAL

- A. The entire electrical system and all electrical equipment shall be grounded in strict accordance with Article 250 of the National Electrical Code and as shown on the Drawings.
- B. The grounding system shall be continuous throughout the electrical system.

- C. Insulated grounding conductors shall be identified with green colored insulation or marking tape in accordance with Section 260553 – Identification for Electrical Systems and NEC Article 250-119.
- D. Install grounding conductors using as few joints as possible.
- E. Protect grounding conductors against unraveling, caging, and abrasion by several wrappings of plastic tape on all ends, where cable leaves concrete, and at necessary intermediate points.
- F. Install individual grounding conductors so as not to be entirely encircled or closely encircled by magnetic material.
- G. Suitably protect grounding conductors against damage during construction. Replace or suitably repair at the discretion of the Engineer or Construction Representative if cable is damaged by anyone before final acceptance.
- H. When a conduit, which is fabricated of magnetic materials (e.g., steel conduit), contains only grounding conductors, the grounding conductors shall be bonded to the conduit at both ends of the conduit run, using grounding bushings with a bonding jumper installed between each grounding conductor and the bushing.
- I. Route exposed grounding conductors as indicated on the Drawings. Route along the webs of columns and beams, and in corners where possible for maximum physical protection. Support with one-hole steel strap, tack welded to structural member a minimum of every 4 feet.
- J. All neutral conductors shall be continuous throughout the electrical system and shall be grounded only where indicated on the Drawings or as specified herein.
- K. All metallic conduits shall be properly grounded.
- L. All flexible conduits shall contain a properly connected green insulated copper grounding conductor, sized in accordance with National Electrical Code, Article 250, unless otherwise indicated.
- M. Flexible conduits 1-1/2" size and larger shall have an insulated stranded copper grounding conductor sized per the NEC installed external to the conduit and bonded to grounding type conduit connectors on each end of the conduit. The grounding conductor shall be secured to the conduit using nylon cable ties at 12" intervals. Cut off excess cable tie. Do not leave sharp edges.
- N. A properly sized green insulated copper equipment grounding conductor shall be installed in each and every conduit.
- O. The grounding pole of all receptacles and toggle switches shall be electrically bonded to the conduit system.
- P. All flexible cords shall contain an insulated grounding conductor, color coded green, which shall be properly connected at each termination.
- Q. All electrical enclosures, panels, boxes, conduits, and other non-current-carrying metallic objects shall be grounded and bonded as required by the NEC.
- R. Connections: All grounding conductor connections shall be made in accordance with the manufacturer's written instructions. Chemically degrease and dry completely before welding. Make up bolted connections clean and tight. All connections shall be low resistance with a

resistance drop of less than 1 ohm. Do not cover connections until they have been inspected by the Engineer or Construction Representative.

- S. Grounding conductors and bonding jumper connection devices or fittings that depend on solder shall not be used.
- T. Bond all metal conduits to the ground bus bar conductor of the control panel, terminal box, panelboard, switchboard or frame of the equipment to which they are connected by terminating each conduit with a threaded steel insulated grounding bushing or insulated throat, grounding type conduit hub having a solderless lug with a bonding jumper sized in accordance with NEC Table 250-66 attached to the ground bus conductor or equipment frame. Where the enclosure does not contain a ground bus bar, bond to the enclosure using a mechanical lug. Scrape away paint at grounding lug attachment location.
- U. All control panel, panelboard, and switchboard ground bus conductors, power transformer cases, all transformer neutrals, and all rotating electrical equipment shall be solidly and directly grounded to the nearest approved grounding point, or as shown on the Drawings, using a conductor sized in accordance with the NEC Table 250-66 or as indicated on the Drawings.
- V. Power system neutrals shall be grounded only at the transformer where each system neutral is derived in accordance with NEC Article 250.
- W. Equipment grounds shall be made where indicated on the Drawings. Total resistance to ground shall not exceed five (5) ohms.

### 3.2 MOTOR GROUNDING

- A. All motors rated 10 horsepower and below shall be grounded by an equipment grounding conductor, sized per the NEC, installed in the conduit with the power conductors that supply the motor.
- B. All motors rated 11 to 74 horsepower shall be grounded with a bare, stranded No. 6 AWG grounding conductor in addition to an equipment grounding conductor sized per the NEC carried with the power conductors that supply the motor. The No. 6 grounding conductor shall be bonded to the motor frame. Mechanically attach the grounding conductor to the outside of the conduit carrying the power conductors that supply the motor.

### 3.3 RACEWAY SYSTEM GROUNDING

- A. Ground/bond metallic conduits at all termination points.

END OF SECTION 260526

## SECTION 260529 - HANGERS AND SUPPORTS FOR ELECTRICAL EQUIPMENT

### 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 SCOPE

- A. The Contractor shall furnish and install all supports and fastening devices for mounting and anchoring all raceways and electrical equipment as specified herein and as shown on the Drawings.

#### 1.3 RELATED SECTIONS

- A. Section 260500 – Common Work Results for Electrical
- B. Section 260533 – Raceways and Boxes for Electrical Systems
- C. Section 262416 – Panelboards

#### 1.4 SUBMITTALS

- A. Manufacturer's product data sheets shall be submitted for the following items:
  - 1. Expansion anchors
  - 2. Concrete screw fasteners
  - 3. U-channel steel supports including associated hardware and accessories

### PART 2 - PRODUCTS

#### 2.1 GENERAL

- A. Weld Rod: Use E70 electrodes for shielded metal arc welding.
- B. Provide materials, sizes, and types of supports, anchors, and fasteners to carry the loads of conduit, boxes, and equipment. Include weight of wire and cable when selecting products for conduit, equipment and box supports.

#### 2.2 ANCHORS AND FASTENERS

- A. Provide anchors and fasteners as required to install all conduit, boxes, electrical enclosures, and equipment.
- B. Expansion Anchors: Utilize expansion anchors for attachment of electrical equipment, boxes and raceways to concrete and solid masonry surfaces.
  - 1. Expansion anchors shall be Type 304 stainless steel or galvanized steel, stud type expansion anchor with a single-piece, three-section wedge, Hilti Kwik Bolt III or approved equal installed per the manufacturer's written recommendations. The anchors shall meet the description in Federal Specification FF-S-325, Group II, Type 4, Class 1, for concrete expansion anchors. All bolts shall have length identification.

- C. Concrete Screw Fasteners: Screw fasteners for mounting exposed nondimensioned junction and pull boxes on concrete walls shall be Type 304 stainless steel or galvanized steel, Hilti Kwik-Con II+ screw fasteners or approved equal installed per the manufacturer's written recommendations.
- D. Provide adequate corrosion resistance for all fastening systems.
- E. Bolts and Nuts: ANSI regular series, semi-finished, hexagon
  - 1. Indoors: Cadmium plated steel
  - 2. Outdoors: Type 304 stainless steel
- F. Flat Washers:
  - 1. Indoors: Cadmium plated steel
  - 2. Outdoors: Type 304 stainless steel
- G. Lock Washers: ANSI medium, spring type
  - 1. Indoors: Cadmium plated steel
  - 2. Outdoors: Type 304 stainless steel
- H. Beam Clamps: Steel beam and angle clamps by B-Line or Thompson
  - 1. Indoors: Cadmium, zinc plated or hot-dipped galvanized
  - 2. Outdoors: Type 304 stainless steel

## 2.3 STRUCTURAL SUPPORT SYSTEMS

- A. Steel Supports: Brackets, frames and hangers shall be fabricated from standard cold rolled structural steel shapes or prefabricated structural systems, as manufactured by B-Line Systems, Inc., Unistrut Corporation, Kindorf Electrical Products Co., or approved equal.
  - 1. Steel supports and accessories used indoors shall be made from steel meeting the minimum mechanical properties of ASTM A1011 SS Grade 33, then electro-plated with zinc per ASTM B633. Fittings shall be manufactured from steel meeting the minimum requirements of ASTM A907 SS, Grade 33. All fittings and hardware shall be zinc plated in accordance with ASTM B633 (SC3 for fittings, SC1 for threaded hardware).
  - 2. Steel supports and accessories used outdoors or in indoor wet areas shall be hot-dipped galvanized steel after fabrication per ASTM A123 with a minimum coating thickness of 2.5 mils or Type 304 stainless steel.
- B. Hanger Supports: Threaded rods
  - 1. Indoors: Electro-galvanized steel
  - 2. Outdoors: Type 304 stainless steel

## PART 3 - EXECUTION

### 3.1 GENERAL

- A. The methods of attaching or fastening equipment or equipment supports or hangers to the building structure shall be subject to the approval of the Construction Representative.



- B. Do not drill or cut any structural steel members.
- C. Do not cut any structural concrete members.
- D. Welding on any structure shall require prior written approval from the Construction Representative for each type of application except where specifically shown on the Drawings. Weld in accordance with AWS.
- E. Do not use piping, ductwork, raceways, or equipment as structural members for support.
- F. Equipment or raceways shall not be attached to or supported from the roof deck, from removable or knockout panels, or temporary walls or partitions unless specifically indicated on the Drawings.
- G. A minimum of four (4) anchor points shall be provided for electrical equipment enclosures and dimensioned boxes.
- H. Outdoor supports shall be installed to provide a minimum of 11/16" air space between electrical equipment enclosures and mounting surface.
- I. Provide corrosion resistant spacers, minimum 1/4"-thick, behind all equipment enclosures mounted on concrete, masonry or clay tile block walls such that the back of the enclosure is not in direct contact with the wall.

### 3.2 ANCHORS AND FASTENERS

- A. Unless noted otherwise on the Drawings, expansion anchor embedment shall be as follows:

| 1. <u>Bolt Diameter, in.</u> | <u>Embedment, in.</u> |
|------------------------------|-----------------------|
| 1/4                          | 2                     |
| 3/8                          | 2-1/2                 |
| 1/2                          | 3-1/2                 |
| 5/8                          | 4                     |

- B. Unless noted otherwise on the Drawings, embedment in concrete for concrete screw fasteners shall be 1 inch minimum and 1-3/4 inch maximum. Install concrete screw fasteners in accordance with the manufacturer's written instructions.
- C. Utilize welded fasteners or beam clamps for attachment of electrical equipment and raceways to structural steel surfaces in accordance with the requirements of the Engineer or Construction Representative. Weld in accordance with AWS.
- D. Utilize toggle bolts, hollow wall fasteners or through-wall bolt fasteners for attachment of electrical equipment, boxes and raceways to hollow masonry surfaces.
- E. Utilize machine screws for attachment of electrical equipment, boxes and raceways to metal surfaces.
- F. Utilize wood screws for attachment of electrical equipment, boxes and raceways to wood surfaces.
- G. Nails shall not be used as a means of fastening.
- H. Do not use spring steel clips.

- I. Do not use powder-actuated anchors.

### 3.3 STRUCTURAL SUPPORT SYSTEMS

- A. Weld in accordance with AWS.
- B. Any galvanizing damaged by welding or erection shall be repaired with cold galvanizing per ASTM A780. Surface preparation shall include power disk sanding the abraded or welded area to bright metal.
- C. Do not use chain.
- D. Do not use perforated strap or wire.

END OF SECTION 260529

## SECTION 260533 - RACEWAYS 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. Section Includes:
  - 1. Metal conduits, tubing, and fittings.
  - 2. Liquid Tight Metal Conduits
  - 3. Metal wireways and auxiliary gutters.
  - 4. Surface raceways.
  - 5. Boxes, enclosures, and cabinets.
- B. Related Requirements:

#### 1.3 DEFINITIONS

- A. ARC: Aluminum rigid conduit.
- B. GRC: Galvanized rigid steel conduit.
- C. IMC: Intermediate metal conduit.

### PART 2 - PRODUCTS

#### 2.1 METAL CONDUITS, TUBING, AND FITTINGS

- A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
  - 1. AFC Cable Systems, Inc.
  - 2. Allied Tube & Conduit; a Tyco International Ltd. Co.
  - 3. Anamet Electrical, Inc.
  - 4. Electri-Flex Company.
  - 5. O-Z/Gedney; a brand of EGS Electrical Group.
  - 6. Picoma Industries, a subsidiary of Mueller Water Products, Inc.
  - 7. Republic Conduit.
  - 8. Robroy Industries.
  - 9. Southwire Company.
  - 10. Thomas & Betts Corporation.
  - 11. Western Tube and Conduit Corporation.
  - 12. Wheatland Tube Company; a division of John Maneely Company.

- B. Listing and Labeling: Metal conduits, tubing, and fittings shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- C. GRC: Comply with ANSI C80.1 and UL 6.
- D. ARC: Comply with ANSI C80.5 and UL 6A.
- E. IMC: Comply with ANSI C80.6 and UL 1242.
- F. EMT: Comply with ANSI C80.3 and UL 797.
- G. LFMC: Flexible steel conduit with PVC jacket and complying with UL 360.
- H. Fittings for Metal Conduit: Comply with NEMA FB 1 and UL 514B.
  - 1. Fittings for EMT:
    - a. Material: Steel only (die cast not allowed).
    - b. Type: Compression.
  - 2. Coating for Fittings for PVC-Coated Conduit: Minimum thickness of 0.040 inch (1 mm), with overlapping sleeves protecting threaded joints.
- I. Joint Compound for IMC, GRC, or ARC: Approved, as defined in NFPA 70, by authorities having jurisdiction for use in conduit assemblies, and compounded for use to lubricate and protect threaded conduit joints from corrosion and to enhance their conductivity.

## 2.2 METAL WIREWAYS AND AUXILIARY GUTTERS

- A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
  - 1. Cooper B-Line, Inc.
  - 2. Hoffman; a Pentair company.
  - 3. Mono-Systems, Inc.
  - 4. Square D; a brand of Schneider Electric.
- B. Description: Sheet metal, complying with UL 870 and NEMA 250, Type 1 unless otherwise indicated, and sized according to NFPA 70.
  - 1. Metal wireways installed outdoors shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- C. Fittings and Accessories: Include covers, 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 or Screw-cover type unless otherwise indicated.
- E. Finish: Manufacturer's standard enamel finish.

## 2.3 BOXES, ENCLOSURES, AND CABINETS

- A. General Requirements for Boxes, Enclosures, and Cabinets: Boxes, enclosures, and cabinets installed in wet locations shall be listed for use in wet locations.
- B. Sheet Metal Outlet and Device Boxes: Comply with NEMA OS 1 and UL 514A.
- C. Cast-Metal Outlet and Device Boxes: Comply with NEMA FB 1, ferrous alloy aluminum, Type FD, with gasketed cover.
- D. Small Sheet Metal Pull and Junction Boxes: NEMA OS 1.
- E. Cast-Metal Access, Pull, and Junction Boxes: Comply with NEMA FB 1 and UL 1773, cast aluminum galvanized, cast iron with gasketed cover.
- F. Box extensions used to accommodate new building finishes shall be of same material as recessed box.
- G. Device Box Dimensions: 4 inches square by 2-1/8 inches deep or 4 inches by 2-1/8 inches by 2-1/8 inches deep.

## PART 3 - EXECUTION

### 3.1 RACEWAY APPLICATION

- A. Indoors: Apply raceway products as specified below unless otherwise indicated:
  - 1. Exposed, Not Subject to Physical Damage: EMT
  - 2. Exposed, Not Subject to Severe Physical Damage: EMT Raceway locations include the following:
    - a. Mechanical rooms.
    - b. Electrical Rooms
  - 3. Concealed in Ceilings and Interior Walls and Partitions: EMT
  - 4. 24V control, signal and communication wiring: Outdoors GRC. Raceway locations include the following:
  - 5. 24V control, signal and communication wiring: Indoors: Wiremold color to match existing walls
  - 6. Connection to Vibrating Equipment (Including Transformers and Hydraulic, Pneumatic, Electric Solenoid, or Motor-Driven Equipment): LFMC.
- B. Outdoors: Apply raceway products as specified below unless otherwise indicated:
  - 1. Exposed Conduit: GRC.
  - 2. Concealed Conduit, Aboveground: GRC.
  - 3. Connection to Vibrating Equipment (Including Transformers and Hydraulic, Pneumatic, Electric Solenoid, or Motor-Driven Equipment): LFMC.
  - 4. Boxes and Enclosures, Aboveground: NEMA 250, Type 3R.
- C. Minimum Raceway Size: 3/4-inch (16-mm) trade size.

- D. Raceway Fittings: Compatible with raceways and suitable for use and location.
  - 1. Rigid and Intermediate Steel Conduit: Use threaded rigid steel conduit fittings unless otherwise indicated. Comply with NEMA FB 2.10.
  - 2. EMT: Use compression, steel fittings only. Comply with NEMA FB 2.10.
  - 3. Flexible Conduit: Use only fittings listed for use with flexible conduit. Comply with NEMA FB 2.20.
- E. Do not install aluminum conduits, boxes, or fittings in contact with concrete or earth.

### 3.2 INSTALLATION

- A. Comply with NECA 1 and NECA 101 for installation requirements except where requirements on Drawings or in this article are stricter. Comply with NECA 102 for aluminum conduits. Comply with NFPA 70 limitations for types of raceways allowed in specific occupancies and number of floors.
- B. 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.
- C. Complete raceway installation before starting conductor installation.
- D. Comply with requirements in Division 26 Section "Hangers and Supports for Electrical Systems" for hangers and supports.
- E. Install no more than the equivalent of three 90-degree bends in any conduit run except for control wiring conduits, for which fewer bends are allowed. Support within 12 inches (300 mm) of changes in direction.
- F. Install conduits parallel or perpendicular to building lines.
- G. A. Support conduit within 12 inches (300 mm) of enclosures to which attached.
- H. Threaded Conduit Joints: Apply listed compound to threads of raceway and fittings before making up joints. Follow compound manufacturer's written instructions.
- I. Raceway Terminations at Locations Subject to Moisture or Vibration: Use insulating bushings to protect conductors including conductors smaller than No. 4 AWG.
- J. Terminate threaded conduits into threaded hubs or with locknuts on inside and outside of boxes or cabinets. Install bushings on conduits up to 1-1/4-inch (35mm) trade size and insulated throat metal bushings on 1-1/2-inch (41-mm) trade size and larger conduits terminated with locknuts. Install insulated throat metal grounding bushings on service conduits.
- K. Install raceways square to the enclosure and terminate at enclosures with locknuts. Install locknuts hand tight plus 1/4 turn more.
- L. Do not rely on locknuts to penetrate nonconductive coatings on enclosures. Remove coatings in the locknut area prior to assembling conduit to enclosure to assure a continuous ground path.
- M. Cut conduit perpendicular to the length. For conduits 2-inch (53-mm) trade size and larger, use roll cutter or a guide to make cut straight and perpendicular to the length.

- N. 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. Cap underground raceways designated as spare above grade alongside raceways in use.
- O. Install raceway sealing fittings at accessible locations according to NFPA 70 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 according to NFPA 70.
- P. Flexible Conduit Connections: Comply with NEMA RV 3. Use a maximum of 72 inches of flexible conduit for equipment subject to vibration, noise transmission, or movement; and for transformers and motors.
  - 1. Use LFMC in mechanical room and outdoor locations.
- Q. Fasten junction and pull boxes to our support from building structure. Do not support boxes by conduits.

### 3.3 SLEEVE AND SLEEVE-SEAL INSTALLATION FOR ELECTRICAL PENETRATIONS

- A. Install sleeves and sleeve seals at penetrations of floor and wall assemblies. Comply with requirements in Section 260544 "Sleeves and Sleeve Seals for Electrical Raceways and Cabling."

### 3.4 FIRESTOPPING

- A. Install firestopping at penetrations of fire-rated floor and wall assemblies.

### 3.5 PROTECTION

- A. Protect coatings, finishes, and cabinets from damage and deterioration.
  - 1. Repair damage to galvanized finishes with zinc-rich paint recommended by manufacturer.
  - 2. Repair damage to PVC coatings or paint finishes with matching touchup coating recommended by manufacturer.

END OF SECTION 260533

## SECTION 260544 - SLEEVES AND SLEEVE SEALS FOR ELECTRICAL RACEWAYS AND CABLING

### PART 1 - GENERAL

#### 1.01 RELATED DOCUMENTS

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

#### 1.02 SUMMARY

- A. Section Includes:
  - 1. Sleeves for raceway and cable penetration of non-fire-rated construction walls and floors.
  - 2. Sleeve-seal systems.
  - 3. Sleeve-seal fittings.
  - 4. Grout.
  - 5. Silicone sealants.

#### 1.03 ACTION SUBMITTALS

- A. Product Data: For each type of product.

### PART 2 - PRODUCTS

#### 2.01 SLEEVES

- A. Wall Sleeves:
  - 1. Steel Pipe Sleeves: ASTM A 53/A 53M, Type E, Grade B, Schedule 40, zinc coated, plain ends.
  - 2. Cast-Iron Pipe Sleeves: Cast or fabricated "wall pipe," equivalent to ductile-iron pressure pipe, with plain ends and integral waterstop unless otherwise indicated.
- B. Sleeves for Conduits Penetrating Non-Fire-Rated Gypsum Board Assemblies: Galvanized-steel sheet; 0.0239-inch minimum thickness; round tube closed with welded longitudinal joint, with tabs for screw-fastening the sleeve to the board.
- C. Sleeves for Rectangular Openings:
  - 1. Material: Galvanized sheet steel.
  - 2. Minimum Metal Thickness:
    - a. For sleeve cross-section rectangle perimeter less than 50 inches and with no side larger than 16 inches, thickness shall be 0.052 inch.
    - b. For sleeve cross-section rectangle perimeter 50 inches or more and one or more sides larger than 16 inches, thickness shall be 0.138 inch.

#### 2.02 SLEEVE-SEAL SYSTEMS

- A. Description: Modular sealing device, designed for field assembly, to fill annular space between sleeve and raceway or cable.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Advance Products & Systems, Inc.
    - b. CALPICO, Inc.



- c. Metraflex Company (The).
    - d. Pipeline Seal and Insulator, Inc.
    - e. Proco Products, Inc.
  - 2. Sealing Elements: EPDM rubber interlocking links shaped to fit surface of pipe. Include type and number required for pipe material and size of pipe.
  - 3. Pressure Plates: Carbon steel.
  - 4. Connecting Bolts and Nuts: Carbon steel, with corrosion-resistant coating, of length required to secure pressure plates to sealing elements.
- 2.03 SLEEVE-SEAL FITTINGS
- A. Description: Manufactured plastic, sleeve-type, waterstop assembly made for embedding in concrete slab or wall. Unit shall have plastic or rubber waterstop collar with center opening to match piping OD.
- 2.04 GROUT
- A. Description: Non-shrink; recommended for interior and exterior sealing openings in non-fire-rated walls or floors.
  - B. Standard: ASTM C 1107/C 1107M, Grade B, post-hardening and volume-adjusting, dry, hydraulic-cement grout.
  - C. Design Mix: 5000-psi, 28-day compressive strength.
  - D. Packaging: Premixed and factory packaged.
- 2.05 SILICONE SEALANTS
- A. 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 that are not fire rated.
    - 2. Sealant shall have VOC content of 20 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
  - B. Silicone Foams: Multi-component, silicone-based liquid elastomers that, when mixed, expand and cure in place to produce a flexible, non-shrinking foam.

### PART 3 - EXECUTION

#### 3.01 SLEEVE INSTALLATION FOR NON-FIRE-RATED ELECTRICAL PENETRATIONS

- A. Comply with NECA 1.
- B. Comply with NEMA VE 2 for cable tray and cable penetrations.
- C. Sleeves for Conduits Penetrating Above-Grade Non-Fire-Rated Concrete and Masonry-Unit Floors and Walls:
  - 1. Interior Penetrations of Non-Fire-Rated Walls and Floors:
    - a. Seal annular space between sleeve and raceway or cable, using joint sealant appropriate for size, depth, and location of joint. Comply with requirements in Section 07 9200.
    - b. Seal space outside of sleeves with mortar or grout. Pack sealing material solidly between sleeve and wall so no voids remain. Tool exposed surfaces smooth; protect material while curing.

2. Use pipe sleeves unless penetration arrangement requires rectangular sleeved opening.
  3. Size pipe sleeves to provide 1/4-inch annular clear space between sleeve and raceway or cable unless sleeve seal is to be installed.
  4. Install sleeves for wall penetrations unless core-drilled holes or formed openings are used. Install sleeves during erection of walls. Cut sleeves to length for mounting flush with both surfaces of walls. De-burr after cutting.
  5. Install sleeves for floor penetrations. Extend sleeves installed in floors 2 inches above finished floor level. Install sleeves during erection of floors.
- D. Sleeves for Conduits Penetrating Non-Fire-Rated Gypsum Board Assemblies:
1. Use circular metal sleeves unless penetration arrangement requires rectangular sleeved opening.
  2. Seal space outside of sleeves with approved joint compound for gypsum board assemblies.
- E. Roof-Penetration Sleeves: Seal penetration of individual raceways and cables with flexible boot-type flashing units applied in coordination with roofing work.
- F. Aboveground, Exterior-Wall Penetrations: Seal penetrations using steel pipe sleeves and mechanical sleeve seals. Select sleeve size to allow for 1-inch annular clear space between pipe and sleeve for installing mechanical sleeve seals.
- G. Underground, Exterior-Wall and Floor Penetrations: Install cast-iron pipe sleeves. Size sleeves to allow for 1-inch annular clear space between raceway or cable and sleeve for installing sleeve-seal system.
- 3.02 SLEEVE-SEAL-FITTING INSTALLATION
- A. Install sleeve-seal fittings in new walls and slabs as they are constructed.
  - B. Assemble fitting components of length to be flush with both surfaces of concrete slabs and walls. Position waterstop flange to be centered in concrete slab or wall.
  - C. Secure nailing flanges to concrete forms.
  - D. Using grout, seal the space around outside of sleeve-seal fittings.

END OF SECTION

## SECTION 260548 - VIBRATION AND SEISMIC CONTROLS FOR ELECTRICAL SYSTEMS

### PART 1 - GENERAL

#### 1.01 RELATED DOCUMENTS

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

#### 1.02 SUMMARY

- A. This Section includes the following:
  - 1. Isolation pads.
  - 2. Spring isolators.
  - 3. Restrained spring isolators.
  - 4. Channel support systems.
  - 5. Restraint cables.
  - 6. Hanger rod stiffeners.
  - 7. Anchorage bushings and washers.
- B. Related Sections include the following:
  - 1. Section 260529 "Hangers and Supports for Electrical Systems" for commonly used electrical supports and installation requirements.

#### 1.03 DEFINITIONS

- A. The IBC: International Building Code.

#### 1.04 PERFORMANCE REQUIREMENTS

- A. Seismic-Restraint Loading:
  - 1. Site Class as Defined in the IBC: D.
  - 2. Assigned Occupancy Category as Defined in the IBC: III.
  - 3. Mapped acceleration parameters:
    - a. Short periods  $S_s$  (0.2 second): 2.514 g
    - b. 1-Second period  $S_1$ : 0.941g
  - 4. Design spectral response acceleration:
    - a. Short periods  $S_{DS}$  (0.2 seconds): 1.676g
    - b. 1-Second period  $S_{D1}$ : 0.941
  - 5. Seismic design category as defined in the IBC: D
  - 6. Component Importance Factor  $I_p$ :
    - a. All electrical equipment: 1.0
  - 7. Component Amplification Factor: ASCE 7-10, Table 13.6-1
  - 8. Component Response Modification Factor: ASCE 7-10, Table 13.6-1

#### 1.05 ACTION SUBMITTALS

- A. Product Data: For the following:
  - 1. Include rated load, rated deflection, and overload capacity for each vibration isolation device.
  - 2. Illustrate and indicate style, material, strength, fastening provision, and finish for each type and size of seismic-restraint component used.

3. Restrained-Isolation Devices: Include ratings for horizontal, vertical, and combined loads.

#### 1.06 INFORMATIONAL SUBMITTALS

- A. Coordination Drawings: Show coordination of seismic bracing for electrical components with other systems and equipment in the vicinity, including other supports and seismic restraints.

#### 1.07 QUALITY ASSURANCE

- A. Seismic-restraint devices shall have horizontal and vertical load testing and analysis and shall bear anchorage preapproval OPA number from OSHPD, preapproval by ICC-ES, or preapproval by another agency acceptable to authorities having jurisdiction, showing maximum seismic-restraint ratings. Ratings based on independent testing are preferred to ratings based on calculations. If preapproved ratings are not available, submittals based on independent testing are preferred. Calculations (including combining shear and tensile loads) to support seismic-restraint designs must be signed and sealed by a qualified professional engineer.
- B. Comply with NFPA 70.

### PART 2 - PRODUCTS

#### 2.01 VIBRATION ISOLATORS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. Ace Mountings Co., Inc.
  2. Amber/Booth Company, Inc.
  3. California Dynamics Corporation.
  4. Isolation Technology, Inc.
  5. Kinetics Noise Control.
  6. Mason Industries.
  7. Vibration Eliminator Co., Inc.
  8. Vibration Isolation.
  9. Vibration Mountings & Controls, Inc.
- B. Pads: Arrange in single or multiple layers of sufficient stiffness for uniform loading over pad area, molded with a nonslip pattern and galvanized-steel baseplates, and factory cut to sizes that match requirements of supported equipment.
  1. Resilient Material: Oil- and water-resistant neoprene.
- C. Spring Isolators: Freestanding, laterally stable, open-spring isolators.
  1. Outside Spring Diameter: Not less than 80 percent of the compressed height of the spring at rated load.
  2. Minimum Additional Travel: 50 percent of the required deflection at rated load.
  3. Lateral Stiffness: More than 80 percent of rated vertical stiffness.
  4. Overload Capacity: Support 200 percent of rated load, fully compressed, without deformation or failure.

5. Baseplates: Factory drilled for bolting to structure and bonded to 1/4-inch- thick, rubber isolator pad attached to baseplate underside. Baseplates shall limit floor load to 500 psig.
  6. Top Plate and Adjustment Bolt: Threaded top plate with adjustment bolt and cap screw to fasten and level equipment.
- D. Restrained Spring Isolators: Freestanding, steel, open-spring isolators with seismic or limit-stop restraint.
1. Housing: Steel with resilient vertical-limit stops to prevent spring extension due to weight being removed; factory-drilled baseplate bonded to 1/4-inch- thick, neoprene or rubber isolator pad attached to baseplate underside; and adjustable equipment mounting and leveling bolt that acts as blocking during installation.
  2. Restraint: Seismic or limit-stop as required for equipment and authorities having jurisdiction.
  3. Outside Spring Diameter: Not less than 80 percent of the compressed height of the spring at rated load.
  4. Minimum Additional Travel: 50 percent of the required deflection at rated load.
  5. Lateral Stiffness: More than 80 percent of rated vertical stiffness.
  6. Overload Capacity: Support 200 percent of rated load, fully compressed, without deformation or failure.

## 2.02 SEISMIC-RESTRAINT DEVICES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
1. Amber/Booth Company, Inc.
  2. California Dynamics Corporation.
  3. Cooper B-Line, Inc.; a division of Cooper Industries.
  4. Hilti Inc.
  5. Loos & Co.; Seismic Earthquake Division.
  6. Mason Industries.
  7. TOLCO Incorporated; a brand of NIBCO INC.
  8. Unistrut; Tyco International, Ltd.
- B. Channel Support System: MFMA-3, shop- or field-fabricated support assembly made of slotted steel channels with accessories for attachment to braced component at one end and to building structure at the other end and other matching components and with corrosion-resistant coating; and rated in tension, compression, and torsion forces.
- C. Restraint Cables: ASTM A 603 galvanized-steel cables with end connections made of steel assemblies with thimbles, brackets, swivels, and bolts designed for restraining cable service; and with a minimum of two clamping bolts for cable engagement.
- D. Hanger Rod Stiffener: Reinforcing steel angle clamped to hanger rod. Do not weld stiffeners to rods.
- E. Bushings for Floor-Mounted Equipment Anchor: Neoprene bushings designed for rigid equipment mountings, and matched to type and size of anchors and studs.

- F. Bushing Assemblies for Wall-Mounted Equipment Anchorage: Assemblies of neoprene elements and steel sleeves designed for rigid equipment mountings, and matched to type and size of attachment devices.
- G. Resilient Isolation Washers and Bushings: One-piece, molded, oil- and water-resistant neoprene, with a flat washer face.
- H. Mechanical Anchor: Drilled-in and stud-wedge or female-wedge type in zinc-coated steel for interior applications and stainless steel for exterior applications. Select anchors with strength required for anchor and as tested according to ASTM E 488. Minimum length of eight times diameter.
- I. Adhesive Anchor: Drilled-in and capsule anchor system containing polyvinyl or urethane methacrylate-based resin and accelerator, or injected polymer or hybrid mortar adhesive. Provide anchor bolts and hardware with zinc-coated steel for interior applications and stainless steel for exterior applications. Select anchor bolts with strength required for anchor and as tested according to ASTM E 488.

## 2.03 FACTORY FINISHES

- A. Finish: Manufacturer's standard prime-coat finish ready for field painting.
- B. Finish: Manufacturer's standard paint applied to factory-assembled and -tested equipment before shipping.
  - 1. Powder coating on springs and housings.
  - 2. All hardware shall be galvanized. Hot-dip galvanize metal components for exterior use.
  - 3. Baked enamel or powder coat for metal components on isolators for interior use.
  - 4. Color-code or otherwise mark vibration isolation and seismic-control devices to indicate capacity range.

## PART 3 - EXECUTION

### 3.01 EXAMINATION

- A. Examine areas and equipment to receive vibration isolation and seismic-control devices for compliance with requirements for installation tolerances and other conditions affecting performance.
- B. Examine roughing-in of reinforcement and cast-in-place anchors to verify actual locations before installation.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.02 APPLICATIONS

- A. Hanger Rod Stiffeners: Install hanger rod stiffeners where indicated or scheduled on Drawings to receive them and where required to prevent buckling of hanger rods due to seismic forces.
- B. Strength of Support and Seismic-Restraint Assemblies: Where not indicated, select sizes of components so strength will be adequate to carry present and future static and seismic loads within specified loading limits.

### 3.03 SEISMIC-RESTRAINT DEVICE INSTALLATION

- A. Equipment and Hanger Restraints:
  - 1. Install restrained isolators on electrical equipment.

2. Install resilient, bolt-isolation washers on equipment anchor bolts where clearance between anchor and adjacent surface exceeds 0.125 inch.
- B. Install bushing assemblies for mounting bolts for wall-mounted equipment, arranged to provide resilient media where equipment or equipment-mounting channels are attached to wall.
- C. Attachment to Structure: If specific attachment is not indicated, anchor bracing to structure at flanges of beams, at upper truss chords of bar joists, or at concrete members.
- D. Drilled-in Anchors:
  1. Identify position of reinforcing steel and other embedded items prior to drilling holes for anchors. Do not damage existing reinforcing or embedded items during coring or drilling. Notify the structural engineer if reinforcing steel or other embedded items are encountered during drilling. Locate and avoid prestressed tendons, electrical and telecommunications conduit, and gas lines.
  2. Do not drill holes in concrete or masonry until concrete, mortar, or grout has achieved full design strength.
  3. Wedge Anchors: Protect threads from damage during anchor installation. Heavy-duty sleeve anchors shall be installed with sleeve fully engaged in the structural element to which anchor is to be fastened.
  4. Adhesive Anchors: Clean holes to remove loose material and drilling dust prior to installation of adhesive. Place adhesive in holes proceeding from the bottom of the hole and progressing toward the surface in such a manner as to avoid introduction of air pockets in the adhesive.
  5. Set anchors to manufacturer's recommended torque, using a torque wrench.
  6. Install zinc-coated steel anchors for interior and stainless-steel anchors for exterior applications.

### 3.04 ADJUSTING

- A. Adjust isolators after isolated equipment is at operating weight.
- B. Adjust limit stops on restrained spring isolators to mount equipment at normal operating height. After equipment installation is complete, adjust limit stops so they are out of contact during normal operation.
- C. Adjust active height of spring isolators.
- D. Adjust restraints to permit free movement of equipment within normal mode of operation.

END OF SECTION

## SECTION 260553 – IDENTIFICATION 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 SCOPE

- A. The Contractor shall furnish and install electrical identification for electrical equipment, conductors, cables, and boxes as specified herein and as shown on the Drawings.

#### 1.3 RELATED SECTIONS

- A. Section 260500 – Common Work Results for Electrical
- B. Section 260519 – Low-Voltage Electrical Power Conductors & Cables
- C. Section 260533 – Raceways and Boxes for Electrical Systems
- D. Section 262416 – Panelboards

#### 1.4 SUBMITTALS

- A. Submit electrical identification data as follows:
  - 1. Nameplate type product data
  - 2. Nameplate engraving schedule
  - 3. Wire and cable identification label product data
  - 4. Conduit marker product data
  - 5. Arc flash risk assessment warning label product data

### PART 2 - PRODUCTS

#### 2.1 NAMEPLATES

- A. Nameplates shall be three-layer laminated plastic with engraved black characters on a white background.
- B. Nameplate engraving shall be as follows:
  - 1. Lettering font shall be Gothic.
  - 2. Nameplate character sizes shall be:
    - a. 3/8-inch high – Panelboards, motor starters, variable-frequency motor controllers, equipment local disconnect switches, control panels, terminal boxes, dimensioned junction boxes and dimensioned pull boxes.
    - b. 5/16-inch high – 3-pole circuit breakers in switchboards or panelboards that serve a panelboard
    - c. 1/4-inch – Motor terminal boxes
    - d. 1/8-inch high – Local control stations



3. Lettering shall be centered on nameplate.
4. Nameplates shall have a maximum of twenty (20) characters per line with a maximum of four (4) lines.
5. Wording on nameplate shall include the equipment designation as indicated on the Drawings.
6. In addition, panelboards, motor starters, variable-frequency motor controllers, control panels, terminal boxes and equipment local disconnect switches shall also have an engraved nameplate indicating the source panel it is served from and the service voltage and number of phases/wires such as: "480V-3PH-3W" or "208Y/120V-3PH-4W".
7. Engraving designations shall be approved by the Engineer.

C. Special nameplates shall be as indicated on the Drawings.

## 2.2 CONDUIT MARKERS

A. Conduit markers shall be vinyl "peel and stick" type with black characters on an orange background:

1. Conduits 1-1/4" and smaller .....1/2" characters
2. Conduits 1-1/2" and larger .....1" characters

B. Markers shall identify voltage and functional use of the conduit, such as "480V 3-PHASE" "120/208 VOLT", "120 VOLT", "CONTROL", "FIRE ALARM", etc.

## 2.3 WIRE LABELS AND CABLE MARKERS

A. Wire labels for No. 4/0 AWG and smaller wires shall be vinyl film, self-laminating, adhesive wraparound type; W. H. Brady Co. B-292, Thomas & Betts WSL Series or approved equal.

B. Cable markers for cables and wire labels for all conductors 250 KCM and larger shall be polyester film, non-adhesive, plate type designed for cable tie banding parallel to the cable/conductor.

C. Wire and cable identification numbers shall be printer generated or typewritten on the labels and markers.

D. Character size for cable identification numbers shall be a minimum of 1/8-inch high.

E. Markers labels, number generation method, and attachment methods shall be subject to the approval of the Engineer.

## 2.4 ARC FLASH RISK ASSESSMENT WARNING LABELS

A. Provide arc flash risk assessment warning labels in accordance with NEC Article 110-16 for the following equipment:

1. New panelboards, disconnect switches, motor starters, and variable-frequency motor controllers
2. Existing switchboards, panelboards, low-voltage distribution transformers, motor starters and disconnect switches where circuits have been added or removed or where the main feeder is being replaced, if the calculated arc flash risk assessment data is different than that shown on the existing arc flash risk assessment warning label.

B. Warning labels shall be "peel and stick" type vinyl with the wording similar to the following:

WARNING

ARC FLASH AND SHOCK RISK ASSESSMENT  
APPROPRIATE PPE REQUIRED

\_\_\_\_\_ Flash Risk assessment Boundary  
\_\_\_\_\_ Cal/cm<sup>2</sup> Flash Risk assessment at 18 inches  
\_\_\_\_\_ PPE Level, \_\_\_\_\_  
\_\_\_\_\_ Shock Risk assessment When Cover is \_\_\_\_\_  
\_\_\_\_\_ Limited Approach \_\_\_\_\_  
\_\_\_\_\_ Restricted Approach \_\_\_\_\_  
\_\_\_\_\_ Prohibited Approach \_\_\_\_\_

Equipment Name: \_\_\_\_\_

NOTE: Print appropriate information on label based on the arc flash risk assessment report in accordance with Specification Section 260573 – Overcurrent Protective Device Coordination Study and Arc Flash Risk Assessment.

- C. The top “WARNING” portion of the label shall have black letters on an orange background. The remainder of the label shall have black letters on a white background.
- D. Size of warning labels shall be:
  - 1. Equipment main bus rating less than 400: 3.5” x 5”
  - 2. Equipment main bus rating 400A or more : 5” x 7”

2.5 COLOR CODE TAPE

- A. Each conductor, except control and signal conductors, shall be color coded with 3M No. 35 tape, 3/4” width, or colored insulation.

- 1. Color coding for 600-volt conductors shall be:

|                         |                         |                         |
|-------------------------|-------------------------|-------------------------|
| <u>120/240V 1 Phase</u> | <u>120/208V 3 Phase</u> | <u>277/480V 3 Phase</u> |
| Phase A Black           | Phase A Black           | Phase A Brown           |
| Phase B Red             | Phase B Red             | Phase B Orange          |
| Neutral White           | Phase C Blue            | Phase C Yellow          |
| Equipment Ground Green  | Neutral White           | Neutral Gray            |
|                         | Equipment Ground Green  | Equipment Ground Green  |

- B. Switch legs for local wall switches shall be brown.
- C. Wiring to contacts powered from an external source shall be yellow.
- D. Conductors for direct current (DC) circuits shall be color coded red for positive (+) conductor and black for negative (-) conductor.

2.6 PANELBOARD CIRCUIT DIRECTORIES

- A. Each panelboard shall have a framed circuit directory card with a clear plastic covering mounted on the inside of the door.

- B. The directory card shall provide a space at least 1/4-inch high by 3 inches long, or the equivalent, for each circuit.
- C. The directory card shall be typed to identify the load fed by each circuit for compliance with NEC 408.4.

## PART 3 - EXECUTION

### 3.1 GENERAL

- A. Degrease and clean surfaces to receive nameplates, markers, labels and color code tape.

### 3.2 NAMEPLATES

- A. Nameplates shall be provided for each switchboard circuit breaker, panelboard, motor starter, variable-frequency motor controller, equipment local disconnect switch, control panel, terminal box, dimensioned pull box, dimensioned junction box, motor terminal box and local control station.
- B. Nameplates shall be secured with an approved adhesive such as Goodyear "Pliobond" glue or stainless steel machine screws in tapped holes. Self-tapping screws or sheet metal screws shall not be used.

### 3.3 CONDUIT MARKERS

- A. Attach a conduit identification marker to each conduit at all termination points and at 20' intervals along the entire length of the conduit.
- B. Secure markers parallel to conduit in a readily visible location.

### 3.4 WIRE LABELS AND CABLE MARKERS

- A. Branch circuits, control and signal wires and cables shall be identified.
  - 1. Attach a wire identification label to each conductor of a circuit cable group at each termination point.
  - 2. Attach a cable identification marker to each circuit cable group at all termination entry points.
- B. Wire labels and cable markers shall identify each conductor and cable with the circuit number. Identify with branch circuit or feeder number for power circuits and with control wire or cable number as indicated on schematic and interconnection diagrams and equipment shop drawings for control wiring.
- C. Cable markers for cables and wire labels for all conductors 250 KCM and larger shall be secured with heavy duty plastic cable ties. Cut excess tie material off flush with tie clasp. Do not leave sharp edges.

### 3.5 ARC FLASH RISK ASSESSMENT WARNING LABELS

- A. Labels shall be applied to the outside of the front cover at the center of the cover such that the label is clearly visible with the door closed. Panelboards and switchboards without a door shall have one label applied to the outside front, near the center, of each individual section.
- B. Switchboards and panelboards having multiple sections shall have one 5" x 7" label applied to each section.

- C. Clean the surface to which each label is to be applied with denatured alcohol or a similar, fast evaporating cleaning agent that will not damage the paint finish.

### 3.6 COLOR CODE TAPE

- A. Code all wire and cable not available color coded from manufacturer by application of electrical plastic tape in colors specified. Apply tape in uniform manner circling wire or cable. Half-lap tape for length of cable as required by Local Authorities or NEC but not less than five (5) full wraps.

### 3.7 JUNCTION, PULL, OUTLET AND DEVICE BOX IDENTIFICATION

- A. Cover plates for all non-dimensioned junction and pull boxes shall be marked on the outside surface of the cover plate with the voltage, panel and circuit number of the branch circuit(s) contained inside the box. Marking shall be with printer generated "peel and stick" labels.
- B. Nameplates shall be provided on the external surface of the cover of all dimensioned junction and pull boxes which shall identify the source voltage of the circuits inside the box as well as the location of the AC power source(s) for these circuits.
- C. Cover plates for all general purpose switches and receptacles shall be marked on the outside surface of the cover plate with panel and circuit number of the branch circuit serving the device. Marking shall be with printer generated "peel and stick" labels.
- D. Fire alarm system junction boxes and the associated cover plates and all boxes for fire alarm devices shall be painted "fire engine" red.

### 3.8 PANELBOARD CIRCUIT DIRECTORIES

- A. Provide new "updated" directory cards for existing panelboards in which circuits have been rearranged, added or deleted.
- B. The directory card shall be typewritten or printer generated to identify the load served by each circuit.
- C. Trace out unidentified circuits in existing panels and indicate load served on new circuit directory for compliance with NEC 408.4.

END OF SECTION 260553

## SECTION 260583 – WIRING CONNECTIONS

### 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 SCOPE

- A. The Contractor shall furnish and install all wiring connectors and terminations for 600-volt building wire, 600-volt multi-conductor control cable, and 600-volt shielded instrumentation cable as specified herein and as shown on the Drawings.

#### 1.3 RELATED SECTIONS

- A. Section 260500 – Common Work Results for Electrical
- B. Section 260519 – Low-Voltage Electrical Conductors and Cables
- C. Section 260526 – Grounding and Bonding for Electrical Systems
- D. Section 260533 – Raceways and Boxes for Electrical Systems
- E. Section 262416 – Panelboards

#### 1.4 SUBMITTALS

- A. Manufacturer's product data sheets shall be submitted for each of the following items:
  - 1. 600-volt connectors
  - 2. 600-volt terminations

### PART 2 - PRODUCTS

#### 2.1 600-VOLT CONNECTIONS AND TERMINATIONS

- A. Pressure Type Terminal and Splice Connectors: Solderless, color coded, nylon insulated, pressure type, UL Listed 105°C, 600-volt, sized for the cable to be terminated or spliced, tin-plated copper, with crimping tool coded to the connectors with stops to prevent over-crimping and means to prevent under-crimping; 3M Scotchlok or approved equal.
- B. Spring Type Splice Connectors: Solderless, color coded, flame retardant polypropylene and thermoplastic elastomer or flame retardant nylon, spin-on wings, spring steel inner spring with corrosion resistant coating, UL Listed 105°C, 600-volt, sized for splicing two or more conductors up to size #6 AWG; 3M Performance Plus or approved equal.
- C. Power Connections and Terminations:
  - 1. Size 12 AWG through 2/0 AWG connectors shall be non-insulated, one hole rectangular tongue, for copper conductors, UL Listed 90°C, 600-volt.

2. Size 3/0 AWG and larger conductors shall be non-insulated, two-hole rectangular tongue with long barrel length to permit two (2) crimps for copper conductors, UL Listed 90°C, 600-volt.
3. Butt splices shall only be made where specifically indicated on the Drawings or where pre-approved by the Engineer.
  - a. Size 12 AWG through 2/0 AWG connectors, for splicing like sized conductors, shall be non-insulated, standard length barrel, for copper conductors, UL Listed 90°C, 600-volt, compression type.
  - b. Size 3/0 AWG and larger connectors, for splicing like sized conductors, shall be non-insulated, long barrel length to permit two (2) crimps on each conductor, for copper conductors, UL Listed 90°C, 600-volt.
  - c. Size 12 AWG through 3/0 AWG connectors, for splicing different sized conductors, shall be Thomas & Betts C-Tap compression connections or approved equal. Overwrap connectors with a minimum of three (3) half-lapped layers of Thomas & Betts Shrink-Kon TBFT201-36 self-fusing insulation tape.

D. Power Termination Insulation:

1. Insulating Putty: 3M Scotchfil electrical insulating putty or approved equal by Thomas & Betts
2. Insulating Tape: 3M Scotch 23 or Thomas & Betts Shrink-Kon TBF201-36 self-fusing insulating tape
3. Jacketing Tape: 3M Scotch 33+ jacketing tape
4. Provide pre-engineered insulating kits by 3M or Thomas & Betts where appropriate.

### PART 3 - EXECUTION

#### 3.1 GENERAL

- A. Conductors shall be continuous from source to destination without splices or taps in conduit runs, except where indicated on the Drawings to compensate for voltage drop or where required to prevent excessive pulling tension or sidewall pressure on wire or cable. Submit all proposed splice locations to the Engineer for approval prior to pulling wire and cable. Where permitted, splices shall be mechanically strong and have an insulation value equal to the wire or cable being spliced. All splices and taps shall be contained within NEC sized junction boxes meeting the requirements of Section 260533.16 – Boxes for Electrical Systems.

#### 3.2 CONTROL WIRING CONNECTIONS AND TERMINATIONS

- A. Thoroughly clean wires before installing connectors.
- B. Tape back spare conductors with 3M Scotch 33+ jacketing tape.
- C. Where control cable terminations are split across terminal blocks or are otherwise separated by more than 12 inches distance, identify each conductor group with the circuit number as specified in Section 260553 – Identification for Electrical Systems.
- D. Conductor to conductor splices shall be made using wire nuts or wing nuts. No crimp type connectors shall be used for these types of splices.
  1. Apply a minimum of three (3) half-lapped layers of jacketing tape over each and every spring type (wire nut) splice connection.

### 3.3 600-VOLT CONNECTIONS AND TERMINATIONS

- A. Cut conductors to proper length such that the barrel or inner metal spring of the connector makes full contact with the bare conductor and not the insulation and the plastic skirt of the connector full covers the bare conductor.
  - 1. Conductor to conductor splices for size 10 AWG or smaller conductors shall be made using wire nuts or wing nuts. No crimp type connectors shall be used for these types of splices.
  - 2. Apply a minimum of three (3) half-lapped layers of jacketing tape over each and every spring type (wire nut) splice connection.
- B. Power Connections and Terminations:
  - 1. Cover all exposed live parts such as connectors, bolts, nuts, and bus bar with insulating material to equal or exceed insulation of the connected cable.
  - 2. At equipment with cable leads such as motors, install compression type terminal connectors on equipment leads and power circuit leads, bolt together, and insulate with pre-engineered motor terminal kits or as specified herein.
  - 3. At equipment with integral set screw or clamp type connectors such as terminal blocks and molded case circuit breakers, strip conductor insulation as required to clear contact surfaces, and torque connector in accordance with manufacturer's recommendations.

### 3.4 600-VOLT POWER TERMINATION INSULATION

- A. Insulate with pre-engineered kits where appropriate, or with a minimum of three (3) half-lapped layers of insulating tape covered with three (3) half-lapped layers of jacketing tape. Where major surface irregularities exist, fill voids with insulating putty prior to application of insulating tape.
- B. Provide electrical insulating putty to fill major irregularities and voids in termination prior to taping.
- C. Apply self-fusing insulating tape directly to the conductors or over the electrical insulation putty.
- D. Apply jacketing tape over the insulating tape to provide an outer covering for the cable termination.

### 3.5 FIELD QUALITY CONTROL

- A. General:
  - 1. Testing shall be performed in the presence of Construction Representative. Contractor must provide 48 hours notice prior to conducting tests.
  - 2. Prepare a test report upon completion of testing activities. Report format shall include the following information:
    - a. Summary of test results
    - b. Test equipment summary (model number, accuracy, calibration date)
    - c. Test personnel names and sign-offs
    - d. Completed data sheets
    - e. Test log and observations
    - f. Certificate of Compliance

- B. Torque test conductor connections and terminations to manufacturer's recommended values.
- C. Provide testing for 600-volt wire and cable in accordance with Section 260519 – Low-Voltage Electrical Power Conductors and Cables in conjunction with the testing specified herein.

END OF SECTION 260583



## SECTION 262416 – PANELBOARDS

### 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 SCOPE

- A. The Contractor shall furnish and install all circuit breaker panelboards as specified herein and as shown on the Drawings.

#### 1.3 RELATED SECTIONS

- A. Section 260500 – Common Work Results for Electrical
- B. Section 260519 – Low-Voltage Electrical Power Conductors and Cables
- C. Section 260526 – Grounding and Bonding for Electrical Systems
- D. Section 260529 – Hangers and Supports for Electrical Equipment
- E. Section 260533 – Raceways and Boxes for Electrical Systems
- F. Section 260553 – Identification for Electrical Systems
- G. Section 260583 – Wiring Connections

#### 1.4 SUBMITTALS

- A. Manufacturer's product data sheet and shop drawing shall be submitted for each circuit breaker panelboard, including the circuit breakers.

### PART 2 - PRODUCTS

#### 2.1 CIRCUIT BREAKER PANELBOARDS

- A. Circuit breaker panelboards must be of panelboard type construction. Load centers are not acceptable.
- B. Circuit breaker panelboards shall be dead front safety type equipped with circuit breakers. Each panelboard, including all bus bracing, shall have an integrated short circuit withstand rating equal to the short circuit interrupting capacity of the circuit breakers. All panelboards shall be fully rated. Series rated panelboards are not acceptable. Panelboard bus structure and main lugs or main breaker shall have current and voltage ratings and number of phases, poles and wires as indicated on the Drawings.
- C. Panelboard enclosures shall be fabricated from code gauge galvanized steel constructed in accordance with UL 50 requirements.
- D. All panelboard enclosures shall be surface mounted with gasketed door, fabricated from cold-rolled steel, thoroughly cleaned and then coated on all sides with rust-inhibiting primer and finished with

the appropriate number of coats of ANSI-61 light gray baked-on enamel paint. Each panelboard shall have an outer door and an inner door both equipped with a locking handle requiring a milled key. A framed directory card with a clear plastic covering shall be provided on the inside of the inner door. The directory card shall be in accordance with Section 260553 – Identification for Electrical Systems. At least one key shall be provided with each panelboard, and all panelboard locks shall be keyed alike. The inner door shall provide access to only the circuit breakers, while the outer door shall be secured to the edge of the enclosure with a continuous hinge from top to bottom to provide access to the panelboard wiring gutters. All panelboard enclosures shall be Type 12/3R.

- E. All panelboard interiors shall be equipped with bus bars, circuit breakers and adjustable means for positioning the interior within the enclosure.
- F. All bus bars shall be copper and shall be made all from the same material. Aluminum bus bars are not acceptable.
- G. All bus bar conductors (phase, neutral, and ground) shall be fabricated from Oxygen Free High Conductivity (OFHC) Copper 102, being 99.95 per cent pure copper and having an average annealed conductivity of 101 per cent IACS. Copper bus bar conductors shall be hard-drawn temper, shall meet the requirements of ASTM Specifications B 187, and shall be sized in accordance with Underwriters' Laboratories Standards. Neutral bus bar conductors shall be insulated from the panelboard and shall be the same size as the phase bus bar conductors.
- H. Bus bars shall extend the full height of the available space for mounting future circuit breakers.
- I. The panelboard interior shall be provided with a copper ground bus bar conductor, equal to at least 25% ampacity of the phase bus bar conductors, which shall be bonded to the panelboard enclosure.
- J. The neutral bus bar conductor and the ground bus bar conductor shall each be provided with an individual terminal or lug for each wire connected to it.
- K. The neutral bus bar and the ground bus bar shall not be electrically bonded together.
- L. The location of the main terminations, top or bottom, shall be determined by the entrance of the incoming power feeder conductors to the panelboard enclosure.
- M. Circuit breakers shall be quick-make, quick-break, bolt-on type having over center toggle mechanisms with thermal magnetic trips and shall be trip free. All circuit breakers shall be by the same manufacturer as the panelboards. Multi-pole circuit breakers shall have common trips and a single operating handle. Handle tie bars will not be accepted.
- N. Circuit breakers shall be provided with a means for indicating a tripped position. Circuit breaker voltage, ampere rating and number of poles shall be as indicated on the Drawings. Circuit breakers shall be equipped with individually insulated, braced, and protected connectors.
- O. Circuit breakers shall have a minimum short-circuit interrupting capacity as follows:
  - 1. 208V-3 $\Phi$ -3W panelboards: 65 kA RMS symmetrical
- P. All circuit breaker panelboards shall have a minimum of 25% "extra" space for future circuit breakers.

- Q. Single-pole circuit breakers in 208Y/120V panelboards having 15 or 20 ampere ratings shall be UL Listed as Switching Duty (SWD) rated.
- R. Single-pole circuit breakers having 15 or 20 ampere ratings and protecting circuits supplying high intensity discharge lighting loads shall be UL Listed as Switching Duty (SWD) rated and shall be "HID" type.
- S. Circuit breakers protecting circuits supplying heating, ventilation or air conditioning equipment shall be UL Listed as HACR type.
- T. All wiring terminals for conductors leaving the panel shall be designed to be used with either copper or aluminum conductors.
- U. Bussing sequence shall be distributed phase sequence type. Bus sequence shall start at the top left phase bus of the interior for both top and bottom fed panels. Sequencing shall be A-B-C, left to right, top to bottom, front to back as viewed from the front of the panelboard.
- V. Provisions or spaces for future circuit breakers shall be located at the bottom of the panel for top feed main or at the top of the panel for bottom feed main. All open, blank circuit breaker knockouts shall be properly plugged with suitable blanking devices. Locate next to each breaker, space, or provision an individual number permanently affixed to the panelboard. Numbering tape or painted numbers shall not be acceptable.
- W. The inside of the panel or door shall have a printed nameplate indicating the name of the panelboard manufacturer, the manufacturer's shop order number, panelboard type, system voltage and bus bar ampacity. Paper type labels are not acceptable. Each panelboard shall be marked with its UL short circuit rating.
- X. All panelboards shall be built in accordance with and to meet the requirements of the applicable sections of the National Electrical Code, NEMA Publication PBI and OSHA. All panelboards shall bear the Underwriters' Laboratories (UL) label of approval.
- Y. Circuit breaker panelboards shall be approved quality equal to Eaton.
  - 1. 208V-3Φ-3W panelboards: Eaton Type PRL4
- Z. Acceptable manufacturers are:
  - 1. Eaton
  - 2. General Electric
  - 3. Square D
- AA. Do not order any circuit breaker panelboards until the required short-circuit current ratings for each panelboard have been determined in accordance with Section 260573 – Overcurrent Protective Device Coordination Study and Arc Flash Risk Assessment.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Install at locations indicated on the Drawings, including all necessary mounting and supporting materials.

- B. Locate and arrange with proper clearances from other equipment and material to obtain good accessibility for operation and maintenance. Working space and clearances shall be in accordance with NEC Article 110.
- C. Clean all welds, scars, and abrasions; remove metal splatter, rust, and all foreign materials; and apply an organic zinc-rich coating of the following manufacture:
  - 1. Carboline SP676
  - 2. Cook 920-A-171
  - 3. Koopers' Organic Zinc
- D. Install so that the top of the panelboard is 6'- 0" above the floor.
- E. All panelboards shall be mounted in such a way as for the center of the grip of the operating handle of the top most circuit breaker(s) in the panelboard, when in the highest position, are not more than 6 feet, 7 inches above the floor or working platform, including the height of the housekeeping pad if one is installed.
- F. Adjust the interior such that the dead front fits securely over all of the circuit breakers and there are no gaps or spaces.
- G. Provide blank filler plates for all unused spaces in all panelboards.
- H. Visual and Mechanical Inspection: Inspect all panelboards for physical damage, proper alignment, anchorage, and grounding. Check installation and tightness of connections for all circuit breakers.

### 3.2 IDENTIFICATION

- A. Each panelboard shall have a laminated plastic nameplate on the outside surface of the door engraved with the panelboard designation as indicated on the Drawings in accordance with Section 260553 – Identification for Electrical Systems.

END OF SECTION 262416

## SECTION 262816 - ENCLOSED SWITCHES AND CIRCUIT BREAKERS

### 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. Section Includes:
  - 1. Fusible switches.
  - 2. Nonfusible switches.
  - 3. Molded-case circuit breakers (MCCBs).
  - 4. Enclosures.

#### 1.3 DEFINITIONS

- A. NC: Normally closed.
- B. NO: Normally open.
- C. SPDT: Single pole, double throw.

#### 1.4 PERFORMANCE REQUIREMENTS

- A. Seismic Performance: Enclosed switches and circuit breakers shall withstand the effects of earthquake motions determined according to ASCE/SEI 7.
  - 1. The term "withstand" means "the unit will remain in place without separation of any parts from the device when subjected to the seismic forces specified"

#### 1.5 ACTION SUBMITTALS

- A. Product Data: For each type of enclosed switch, circuit breaker, accessory, and component indicated. Include dimensioned elevations, sections, weights, and manufacturers' technical data on features, performance, electrical characteristics, ratings, accessories, and finishes.
  - 1. Enclosure types and details for types other than NEMA 250, Type 1.
  - 2. Current and voltage ratings.
  - 3. Short-circuit current ratings (interrupting and withstand, as appropriate).
  - 4. Include evidence of NRTL listing for series rating of installed devices.

- B. Shop Drawings: For enclosed switches and circuit breakers. Include plans, elevations, sections, details, and attachments to other work.

- 1. Wiring Diagrams: For power, signal, and control wiring.

#### 1.6 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For enclosed switches and circuit breakers to include in emergency, operation, and maintenance manuals. In addition to items specified in Section 017823 "Operation and Maintenance Data," include the following:

- 1. Manufacturer's written instructions for testing and adjusting enclosed switches and circuit breakers.

#### 1.7 QUALITY ASSURANCE

- A. Source Limitations: Obtain enclosed switches and circuit breakers, overcurrent protective devices, components, and accessories, within same product category, from single source from single manufacturer.
- B. Product Selection for Restricted Space: Drawings indicate maximum dimensions for enclosed switches and circuit breakers, including clearances between enclosures, and adjacent surfaces and other items. Comply with indicated maximum dimensions.
- C. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- D. Comply with NFPA 70.

#### 1.8 PROJECT CONDITIONS

- A. Environmental Limitations: Rate equipment for continuous operation under the following conditions unless otherwise indicated:
  - 1. Ambient Temperature: Not less than minus 22 deg F and not exceeding 104 deg F.
  - 2. Altitude: Not exceeding 6600 feet.
- B. Interruption of Existing Electric Service: See Special Conditions

#### 1.9 COORDINATION

- A. Coordinate layout and installation of switches, circuit breakers, and components with equipment served and adjacent surfaces. Maintain required workspace clearances and required clearances for equipment access doors and panels.

## PART 2 - PRODUCTS

### 2.1 FUSIBLE SWITCHES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Eaton Electrical Inc.; Cutler-Hammer Business Unit.
  - 2. General Electric Company; GE Consumer & Industrial - Electrical Distribution.
  - 3. Siemens Energy & Automation, Inc.
  - 4. Square D; a brand of Schneider Electric.
- B. Type GD, General Duty, Single Throw, 600 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, lockable handle with capability to accept two padlocks, and interlocked with cover in closed position.
- C. Type HD, Heavy Duty, Single Throw, 600-V ac, 1200 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, with clips or bolt pads to accommodate specified fuses, lockable handle with capability to accept three padlocks, and interlocked with cover in closed position.
- D. Accessories:
  - 1. Equipment Ground Kit: Internally mounted and labeled for copper and aluminum ground conductors.
  - 2. Lugs: suitable for number, size, and conductor material

### 2.2 NONFUSIBLE SWITCHES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Eaton Electrical Inc.; Cutler-Hammer Business Unit.
  - 2. General Electric Company; GE Consumer & Industrial - Electrical Distribution.
  - 3. Siemens Energy & Automation, Inc.
  - 4. Square D; a brand of Schneider Electric.
- B. Type GD, General Duty, Single Throw, 600 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, lockable handle with capability to accept two padlocks, and interlocked with cover in closed position.
- C. Type HD, Heavy Duty, Single Throw, 600-V ac, 1200 A and Smaller: UL 98 and NEMA KS 1, horsepower rated, lockable handle with capability to accept three padlocks, and interlocked with cover in closed position.
- D. Accessories:
  - 1. Equipment Ground Kit: Internally mounted and labeled for copper and aluminum ground conductors.
  - 2. Lugs: suitable for number, size, and conductor material.

## 2.3 MOLDED-CASE CIRCUIT BREAKERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Eaton Electrical Inc.; Cutler-Hammer Business Unit.
  - 2. General Electric Company; GE Consumer & Industrial - Electrical Distribution.
  - 3. Siemens Energy & Automation, Inc.
  - 4. Square D; a brand of Schneider Electric.
- B. General Requirements: Comply with UL 489, NEMA AB 1, and NEMA AB 3, with interrupting capacity to comply with available fault currents.
- C. Thermal-Magnetic Circuit Breakers: Inverse time-current element for low-level overloads and instantaneous magnetic trip element for short circuits. Adjustable magnetic trip setting for circuit-breaker frame sizes 250 A and larger.
- D. Current-Limiting Circuit Breakers: Frame sizes 400 A and smaller, and let-through ratings less than NEMA FU 1, RK-5.

## 2.4 ENCLOSURES

- A. Enclosed Switches and Circuit Breakers: NEMA AB 1, NEMA KS 1, NEMA 250, and UL 50, to comply with environmental conditions at installed location.
  - 1. Indoor, Dry and Clean Locations: NEMA 250, Type 1.
  - 2. Outdoor Locations: NEMA 250, Type 3R.
  - 3. Other Wet or Damp, Indoor Locations: NEMA 250, Type 4.
  - 4. Indoor Locations Subject to Dust, Falling Dirt, and Dripping Noncorrosive Liquids: NEMA 250, Type 12.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine elements and surfaces to receive enclosed switches and circuit breakers for compliance with installation tolerances and other conditions affecting performance of the Work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION

- A. Install individual wall-mounted switches and circuit breakers with tops at uniform height unless otherwise indicated.
- B. Comply with mounting and anchoring requirements specified in Section 260548 "Vibration and Seismic Controls for Electrical Systems."
- C. Temporary Lifting Provisions: Remove temporary lifting eyes, channels, and brackets and temporary blocking of moving parts from enclosures and components.



- D. Install fuses in fusible devices.
- E. Comply with NECA 1.

### 3.3 IDENTIFICATION

- A. Comply with requirements in Section 260553 "Identification for Electrical Systems."
  - 1. Identify field-installed conductors, interconnecting wiring, and components; provide warning signs.
  - 2. Label each enclosure as per Section 260553 "Identification for Electrical Systems".

### 3.4 FIELD QUALITY CONTROL

- A. Tests and Inspections:
  - 1. Perform each visual and mechanical inspection.
  - 2. Correct malfunctioning units on-site, where possible, and retest to demonstrate compliance; otherwise, replace with new units and retest.
  - 3. Test and adjust controls, remote monitoring, and safeties. Replace damaged and malfunctioning controls and equipment.
- B. Enclosed switches and circuit breakers will be considered defective if they do not pass tests and inspections.

### 3.5 ADJUSTING

- A. Adjust moving parts and operable components to function smoothly, and lubricate as recommended by manufacturer.

END OF SECTION 262816